

Des Moines Area Community College

**Open SPACE @ DMACC**

---

Board of Directors Meeting Minutes

---

2-11-2019

## **Board of Directors Meeting Minutes (February 11, 2019)**

DMACC

Follow this and additional works at: <https://openspace.dmacc.edu/boardminutes>

---

**Des Moines Area Community College  
Board of Directors  
Work Session**

**February 11, 2019 – 2:00 P.M.**

Eldon Leonard Boardroom  
DMACC Ankeny Campus

**AGENDA**

1. Call to order.
2. Roll call.
3. Consideration of tentative agenda.
4. Budget Presentation; Ben Voaklander.
5. Review of Proposed FY 2020 Budget; Ben Voaklander.
6. Adjourn.

Board of Directors  
Des Moines Area Community College

Public Hearing  
February 11, 2019 – 4:00 p.m.

Ankeny Campus, Eldon Leonard Boardroom  
2006 S. Ankeny Boulevard, Ankeny, Iowa

**Agenda**

1. Call to order.
2. Roll call.
3. Consideration of tentative agenda.
4. Acknowledgement of public hearing.
5. Public comments.
6. Board Report 19-002. Oralabor Road and DMACC Boulevard Intersection Improvements.
7. Adjourn.

**Board of Directors  
Des Moines Area Community College**

**PUBLIC HEARING  
February 11, 2019**

Due to inclement weather, the 2:00 pm Work Session was cancelled, and the 4:00 pm Public Hearing and Regular Board Meeting were changed to a telephonic format. The telephonic Public Hearing of the Des Moines Area Community College Board of Directors was hosted from the Eldon Leonard Boardroom at the Ankeny campus on February 11, 2019. Board Chair Joe Pugel called the meeting to order at 4:03 p.m.

**ROLL CALL**

Members connected via telenet: Fred Buie, Felix Gallagher, Fred Greiner, Kevin Halterman, Jim Knott, Cheryl Langston, Denny Presnall, Joe Pugel, Madelyn Tursi.

Others present: Robert Denson, President; Carolyn Farlow, Board Secretary; Greg Martin, Board Treasurer, and staff.

**CONSIDERATION OF  
TENTATIVE AGENDA**

Tursi moved; seconded by Gallagher to approve the tentative agenda as presented.

Motion passed unanimously. Aye-Buie, Gallagher, Greiner, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.

**ACKNOWLEDGEMENT OF  
PUBLIC HEARING**

Board Secretary Carolyn Farlow reported that the notice of the time and place for the Public Hearing for the Oralabor Road and DMACC Boulevard Intersection Improvements and the Notice to Bidders was published on Wednesday, January 16. No written objections have been received.

**PUBLIC COMMENTS**

None.

**ORALABOR ROAD AND  
DMACC BOULEVARD  
INTERSECTION  
IMPROVEMENTS**

Board Report 19-002. Attachment #1. Tursi moved; seconded by Presnall recommending that the Board adopt the resolution approving plans and specifications, form of contract and estimated costs for the Oralabor Road and DMACC Boulevard Intersection Improvements and recommending that the Board award the contract to Hawkeye Paving Corporation.

Motion passed on a roll call vote. Aye-Buie, Gallagher, Greiner, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.

**ADJOURN**

Tursi moved; seconded by Gallagher to adjourn. Motion passed unanimously and at 4:09 p.m., Board Chair Joe Pugel adjourned the meeting. Aye-Buie, Gallagher, Greiner, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.

  
CAROLYN FARLOW, Board Secretary

  
JOE PUGEL, Board Chair

Ankeny, Iowa  
February 11, 2019

The Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, met in regular session on the 11th day of February, 2019 at 4:00 p.m. at the DMACC Commons, Eldon Leonard Board Room, at the Ankeny Campus of the College, 2006 S. Ankeny Boulevard, in Ankeny, Iowa 50023. The meeting was called to order and there were present, either in person or by telephone conference call, the following named Board Members:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The members of the Board investigated and found that notice of a public hearing on the proposed plans, specifications, form of contract and estimated costs for the Oralabor Road and DMACC Boulevard Project had been duly given according to law.

This being the time and place specified in the notice for the conduct of the public hearing on the proposed plans, specifications, form of contract and estimated costs for the Oralabor Road and DMACC Boulevard Project, the President announced that all interested persons attending the hearing would now be given an opportunity to express their views for or against the proposal. The following interested persons attending the hearing expressed their views as follows:

(Here set out the names of interested persons appearing and summaries of any views expressed. If none, insert the word "None.")

After all interested persons who appeared at the meeting who desired to do so had expressed their views for or against the proposal, there was introduced and caused to be read a resolution entitled "A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE ORALABOR ROAD AND DMACC BOULEVARD PROJECT." The resolution was moved and seconded, and after due consideration of said resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted as follows:

<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

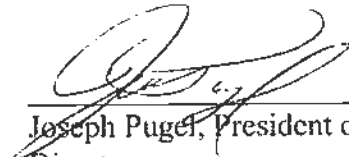
Matters were then discussed concerning the awarding of the construction contract for the Oralabor Road and DMACC Boulevard Project. Following a discussion of the proposal, there was introduced and caused to be read a resolution entitled "A RESOLUTION AWARDING THE CONSTRUCTION CONTRACT FOR THE ORALABOR ROAD AND DMACC BOULEVARD PROJECT." The resolution was moved and seconded, and after due consideration of said resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted as follows:

<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

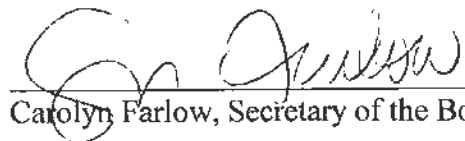
Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

\* \* \* \* \*

Upon motion and vote, the meeting adjourned.

  
\_\_\_\_\_  
Joseph Pugel, President of the Board of  
Directors

Attest:

  
\_\_\_\_\_  
Carolyn Farlow, Secretary of the Board of Directors

## RESOLUTION

### A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE ORALABOR ROAD AND DMACC BOULEVARD PROJECT.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa; and

WHEREAS, in accordance with a Cooperative Agreement for Primary Road Project among the College, the City of Ankeny, Iowa and the Iowa Department of Transportation, the College desires to undertake a road improvement project to add an additional left turn lane into the Ankeny Campus from Oralabor Road, widen the entrance to DMACC Boulevard, and upgrade traffic signals at the intersection of Oralabor Road and DMACC Boulevard for the purpose of improving safety for vehicular and pedestrian traffic entering the Ankeny Campus; and

WHEREAS, Snyder & Associates, Inc. (the "Engineer") has prepared plans, specifications, a form of contract and estimated costs of the Oralabor Road and DMACC Boulevard Project (the "Project"); and

WHEREAS, a public hearing has been held on the Project and the plans, specifications, form of contract and estimated costs therefore and all comments relating thereto have been heard.

NOW, THEREFORE, be it resolved by the Board of Directors of the Des Moines Area Community College, as follows:

Section 1. That at the public hearing held on the Project, all interested persons who appeared at the hearing were given an opportunity to file their objections to the proposed plans, specifications, form of contract and estimated costs of the Project, and that all objections and comments have been heard and considered and all such objections are hereby overruled.

Section 2. That the said plans, specifications, form of contract and estimates of costs are hereby approved as the plans, specifications, form of contract and estimates of costs for the Project.

Section 3. That the officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 4. That all Resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.



Passed and approved this 11th of February, 2019.

  
\_\_\_\_\_  
President of the Board of Directors

Attest:

  
\_\_\_\_\_  
Secretary of the Board of Directors

## RESOLUTION

### A RESOLUTION AWARDING THE CONSTRUCTION CONTRACT FOR THE ORALABOR ROAD AND DMACC BOULEVARD PROJECT.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa; and

WHEREAS, in accordance with a Cooperative Agreement for Primary Road Project among the College, the City of Ankeny, Iowa and the Iowa Department of Transportation, the College desires to undertake a road improvement project to add an additional left turn lane into the Ankeny Campus from Oralabor Road, widen the entrance to DMACC Boulevard, and upgrade traffic signals at the intersection of Oralabor Road and DMACC Boulevard for the purpose of improving safety for vehicular and pedestrian traffic entering the Ankeny Campus; and

WHEREAS, Snyder & Associates, Inc. (the "Engineer") has prepared plans, specifications, a form of contract and estimated costs of the Oralabor Road and DMACC Boulevard Project (the "Project"); and

WHEREAS, a public hearing has been held on the Project and the plans, specifications, form of contract and estimated costs therefore and all comments relating thereto have been heard; and

WHEREAS, the College has advertised for, received, opened and considered construction bids for the Project based upon the plans and specifications for the Project; and

WHEREAS, the Engineer has tabulated and analyzed the bids and has recommended that the construction contract be awarded to Hawkeye Paving Corporation of Bettendorf, Iowa.

NOW, THEREFORE, be it resolved by the Board of Directors of the Des Moines Area Community College, as follows:

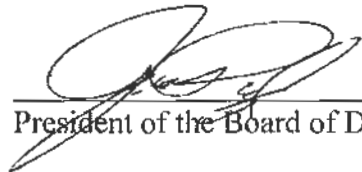
Section 1. That the bid submitted by Hawkeye Paving Corporation of Bettendorf, Iowa in the amount of \$1,196,681.02 has been determined by the Board of Directors to be the best bid received by a responsible bidder in connection with the Project and that such bid is hereby approved and adopted.

Section 2. That a contract substantially in the form heretofore approved by the Board of Directors for the construction of the Project shall be executed by the College.

Section 3. That the officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 4. That all Resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 11th of February, 2019.

  
\_\_\_\_\_  
President of the Board of Directors

Attest:

  
\_\_\_\_\_  
Secretary of the Board of Directors

STATE OF IOWA                    )  
  ) SS:  
COUNTY OF POLK    )

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshick, Shelby, Story and Warren, State of Iowa, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 11, 2019, which proceedings remain in full force and effect, have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

Dated this 11th day of February, 2019.

  
\_\_\_\_\_  
Secretary of the Board of Directors of the  
Des Moines Area Community College

Board of Directors  
Des Moines Area Community College

Regular Board Meeting  
February 11, 2019 – Immediately following Public Hearing

Ankeny Campus, Eldon Leonard Boardroom  
2006 S. Ankeny Boulevard, Ankeny, Iowa

***Revised Agenda***

1. Call to order.
2. Roll call.
3. Consideration of tentative agenda.
4. Public comments.
5. Presentations: Drew Nelson; Boone Provost, and BJ McGinn; Athletic Director
6. Consent Items.
  - a. Consideration of minutes from January 14, 2019 Telephonic Board Meeting.
  - b. Human Resources report.
  - c. Consideration of payables.
7. Board Report 19-003. Building 13 Automotive Addition and Renovation.
8. Board Report 19-004. Urban Campus Student Life Building and Building 1 Renovation.
9. Board Report 19-005. A resolution approving the form and content and execution and delivery of a Workforce Training and Economic Development Training Contract under **Chapter 260C**, Code of Iowa, for **Creative Werks, Inc., Project #7.**
10. Board Report 19-006. A resolution approving the form and content and execution and delivery of a Workforce Training and Economic Development Training Contract under **Chapter 260C**, Code of Iowa, for **Farmers Mutual Hail Insurance Company of Iowa, Project #5.**
11. Board Report 19-007. A resolution approving the form and content and execution and delivery of a Workforce Training and Economic Development Training Contract under **Chapter 260C**, Code of Iowa, for **Quality Machine of Iowa, Inc., Project #5.**
12. Board Report 19-008. Authorization for Filing and Publication (not final approval) of the Proposed FY 2020 General and Plant Fund Budgets (Funds 1, 2, and 7) and establishment of a date for the Public Hearing on said budgets.

13. Board Report 19-009. Campus Safety and Security Recommendation.
14. Board Report 19-010. *Receive and file President's recommendation for termination of contract under Iowa Code Chapter 279.*
15. Presentation of Financial Report.
16. President's Report.
17. Campus Updates.
18. Committee Reports.
19. Board Members' Reports.
20. Information Items:
  - February 15 – College Closed for President's Day.
  - March 4 – PTK Recognition Program; Embassy Suites, Des Moines; 5:30 p.m.
  - March 11 – Board Meeting; DMACC Newton Campus; 4:00 p.m.
  - March 18-22 – Spring Break.
21. Adjourn.

**Board of Directors  
Des Moines Area Community College**

**REGULAR MEETING  
February 11, 2019**

The telephonic meeting of the Des Moines Area Community College Board of Directors was hosted from the Eldon Leonard Boardroom at the Ankeny campus on February 11, 2019. Board Chair Joe Pugel called the meeting to order at 4:10 p.m.

**ROLL CALL**

Members connected via telenet: Fred Buie, Felix Gallagher, Fred Greiner, Kevin Halterman, Jim Knott, Cheryl Langston, Denny Presnall, Joe Pugel, Madelyn Tursi.

Others present: Robert Denson, President; Carolyn Farlow, Board Secretary; Greg Martin, Board Treasurer, and staff.

**CONSIDERATION OF  
REVISED AGENDA**

DMACC President Denson announced that because inclement weather changed the format of this meeting to a telephonic meeting, there would be no presentations, and Item #13 would be postponed. Also, Item #14 is pulled from the agenda as it is no longer needed.

Buie moved; seconded by Langston to approve the agenda. Motion passed unanimously. Aye-Buie, Gallagher, Greiner, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.

**PUBLIC COMMENTS**

None.

**PRESENTATION**

The presentation was cancelled due to inclement weather.

**CONSENT ITEMS**

Langston moved; seconded by Presnall to approve the consent items: a) Minutes from the January 14, 2019 Telephonic Board Meeting; b) Human Resources report and Addendum (Attachment #1); and c) Payables (Attachment #2).

Motion passed unanimously. Aye-Buie, Gallagher, Greiner, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.

**BUILDING 13  
AUTOMOTIVE ADDITION  
AND RENOVATION –  
ANKENY CAMPUS**

Board Report 19-003. Attachment #3. Tursi moved; seconded by Greiner recommending that the Board adopt a resolution adopting the proposed plans and specifications and form of contract and estimated costs for the Building 13 Automotive Addition and Renovation, setting the Public Hearing date as March 11, 2019 at 4:00 p.m. and setting March 5, 2019 at 2:00 p.m. as the date for receipt of bids.

Motion passed on a roll call vote. Aye-Buie, Gallagher, Greiner, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.

DMACC URBAN CAMPUS  
STUDENT LIFE BUILDING  
AND BUILDING 1  
RENOVATION

Board Report 19-004. Attachment #4. Greiner moved; seconded by Tursi recommending that the Board adopt a resolution adopting the proposed plans and specifications and form of contract and estimated costs for the Urban Campus Student Life Building and Building 1 Renovation, setting the Public Hearing date as March 11, 2019 at 4:00 p.m. and setting March 5, 2019 at 2:00 p.m. as the date for receipt of bids.

Motion passed on a roll call vote. Aye-Buie, Gallagher, Greiner, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.

APPROVE RETRAINING OR  
TRAINING AGREEMENTS

Buie moved; seconded by Knott to approve Items #9-11 as one consent item. Motion passed on a roll call vote. Aye-Buie, Gallagher, Greiner, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.

*Creative Werks, Inc.,  
Project #7*

Board Report 19-005. Attachment #5. A resolution approving the form and content and execution and delivery of a Workforce Training and Economic Development Training Contract under **Chapter 260C**, Code of Iowa, for **Creative Werks, Inc., Project #7.**

*Farmers Mutual Hail  
Insurance Company of  
Iowa, Project #5*

Board Report 19-006. Attachment #6. A resolution approving the form and content and execution and delivery of a Workforce Training and Economic Development Training Contract under **Chapter 260C**, Code of Iowa, for **Farmers Mutual Hail Insurance Company of Iowa, Project #5.**

*Quality Machine of Iowa,  
Inc., Project #5*

Board Report 19-007. Attachment #7. A resolution approving the form and content and execution and delivery of a Workforce Training and Economic Development Training Contract under **Chapter 260C**, Code of Iowa, for **Quality Machine of Iowa, Inc., Project #5.**

APPROVE SETTING  
PUBLIC HEARING DATE  
FOR FY2020 GENERAL  
AND PLANT FUND  
BUDGETS

Board Report 19-008. Presnall moved; seconded by Greiner recommending that the Board adopt a motion authorizing filing and publication of the proposed FY2020 General and Plant Fund Budgets (Funds 1, 2, and 7) and setting the public hearing on March 11, 2019.

Motion passed on a roll call vote. Aye-Buie, Gallagher, Greiner, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.

SAFETY AND SECURITY  
RECOMMENDATION

Board Report 19-009. This board report was postponed until our March 11 board meeting.

RECEIVE AND FILE  
RECOMMENDATION FOR  
TERMINATION OF  
CONTRACT

Board Report 19-010. This board report was pulled from the agenda.

FINANCIAL REPORT

Ben Voaklander, Controller, presented the January 2019 Financial Report and Plant Fund Status Report as seen in Attachment #8 to these minutes.

CAMPUS UPDATES

The following administrators provided updates on activities and events at their campus/department: Stan Jensen, Joel Lundstrom, Drew Nelson, Scott Ocken and Tony Paustian.



COMMITTEE REPORTS

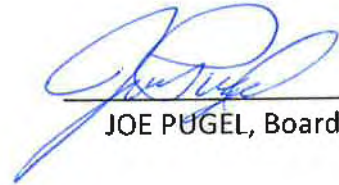
None.

ADJOURN

Tursi moved; seconded by Greiner to adjourn. Motion passed unanimously and at 4:50 p.m. Board Chair Joe Pugel adjourned the meeting. Aye-Buie, Gallagher, Greiner, Halterman, Knott, Langston, Presnall, Pugel, Tursi. Nay-none.



CAROLYN FARLOW, Board Secretary



JOE PUGEL, Board Chair



## **BOARD REPORT**

*To the Board of Directors of  
Des Moines Area Community College*

*Date: February 11, 2019*

*Page: 1*

### **AGENDA ITEM**

Human Resources Report

### **BACKGROUND**

#### **I. Resignation**

##### **1. Moehlmann, Stephen**

Associate Professor, Water/Wastewater Treatment

Ankeny Campus

Effective: August 14, 2019

### **RECOMMENDATION**

It is moved that the Board accepts the President's recommendation as to the above personnel actions.

**Addendum**                      Human Resources Report

**BACKGROUND**

**I.        New Employee**

**Replacement Position**

- 1. Nasereddin, Samar**  
Instructor, Accounting  
Urban Campus  
Annual Salary: \$66,782  
Effective: February 18, 2019  
Continuing Contract

**II.       Resignation**

- 1. Odgaard, Deb**  
Professor, Medical Assistant  
Ankeny Campus  
Effective: June 30, 2019

**RECOMMENDATION**

It is moved that the Board accepts the President's recommendation as to the above personnel actions.

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 1

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
ABC Virtual Communication	640641	\$8,694.00	\$8,694.00	6324	Economic Development	Computer Software
Ahlers and Cooney PC	640645	\$3,737.00	\$3,737.00	6013	Exec VP, College Ope	Legal Fees
Airgas North Central	640646	\$2,857.24	\$248.10	6322	Jasper County Career	Materials & Supplies
			\$43.20	6322	Jasper County Career	Materials & Supplies
			\$140.94	6322	Welding	Materials & Supplies
			\$1,364.00	6323	Auto Body	Minor Equipment
			\$1,061.00	6323	Auto Body	Minor Equipment
Alliant Energy	640647	\$14,552.26	\$2,579.14	6190	Utilities	Utilities
			\$11,973.12	6190	Utilities	Utilities
Bravo Great Des Moines	640663	\$3,500.00	\$1,166.67	6930	Office of Dean, Scie	Other Current Expens
			\$1,166.67	6930	Office of the Presid	Other Current Expens
			\$1,166.66	6930	Dean, Business & Inf	Other Current Expens
Capital Sanitary Supply C	640667	\$3,426.28	\$75.80	6410	Dental Hygiene	Janitorial Materials
			\$63.23	6410	Dental Hygiene	Janitorial Materials
			\$141.72	6410	Trail Point-Facility	Janitorial Materials
			\$827.34	6410	Custodial	Janitorial Materials
			\$722.07	6410	Custodial	Janitorial Materials
			\$35.72	6410	Custodial	Janitorial Materials
			\$227.57	6410	Physical Plant Opera	Janitorial Materials
			\$339.98	6410	Physical Plant Opera	Janitorial Materials
			\$116.40	6410	Custodial	Janitorial Materials
			\$867.95	6410	Custodial	Janitorial Materials
			\$8.50	6377	Custodial	Materials/Supplies f
Cleb Communications Holdi	640677	\$3,080.39	\$3,080.39	6265	Non Tort Equip Maint	Software Service Agr
Curtis 1000	640688	\$7,450.58	\$7,450.58	6269	Office of Exec Dir,	Other Company Servic

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 2

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Davis Brown Koehn Shors a	640691	\$15,813.99	\$2,749.99	6013	Exec VP, College Ope	Legal Fees
			\$1,272.00	6013	Newton Maytag Campus	Legal Fees
			\$896.00	6013	Evelyn Davis Center	Legal Fees
			\$936.00	6013	Evelyn Davis Center	Legal Fees
			\$360.00	6013	Other Projects	Legal Fees
			\$360.00	6013	Economic Development	Legal Fees
			\$9,240.00	6013	Economic Development	Legal Fees
Des Moines Water Works	640694	\$2,987.78	\$635.71	6190	Utilities	Utilities
			\$1,601.31	6190	Utilities	Utilities
			\$325.39	6190	Utilities	Utilities
			\$47.31	6190	Utilities	Utilities
			\$37.43	6190	Utilities	Utilities
			\$340.63	6190	Utilities	Utilities
DLR Group Inc	640696	\$66,500.54	\$66,500.54	6019	Bldg 13-Automotive R	Prof Svcs-Individual
Heartland Business System	640712	\$10,332.70	\$2,444.70	6323	Technical Update Equ	Minor Equipment
			\$7,888.00	6323	Technical Update Equ	Minor Equipment
Ideal Floors Inc	640715	\$5,440.00	\$3,548.00	6090	Office of Sr VP, Aca	Maintenance/Repair o
			\$1,892.00	6090	Office of Sr VP, Aca	Maintenance/Repair o
Iowa State University / C	640720	\$7,350.00	\$7,350.00	6015	Manufacturing Skills	Consultant's Fees
Macerich Southridge Mall	640735	\$8,333.33	\$8,333.33	6210	Plant Operations - S	Rental of Buildings
MidAmerican Energy Co	640745	\$3,086.19	\$3,086.19	6190	Plant Operations - S	Utilities
RJH Limited Family Partne	640774	\$3,000.00	\$3,000.00	6210	Building Rental for	Rental of Buildings
Shive Hattery Inc	640781	\$208,700.60	\$208,700.60	6019	Urban Student Center	Prof Svcs-Individual

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 3

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Silver Shutter Production	640782	\$3,900.00	\$3,900.00	6269	Recruiting	Other Company Servic
Snyder and Associates Inc	640786	\$7,000.00	\$7,000.00	6015	Boone Athletics Expa	Consultant's Fees
Triangle Engineering Inc	640794	\$6,862.50	\$6,862.50	7100	Equipment Replacemen	Furniture, Machinery
Truck Equipment Inc	640796	\$8,133.78	\$8,133.78	7100	Physical Plant Opera	Furniture, Machinery
Veritiv	640801	\$3,840.91	\$2,127.73	6322	Copy Center	Materials & Supplies
			\$506.95	6322	Graphic Arts	Materials & Supplies
			\$1,206.23	6322	Copy Center	Materials & Supplies
Verizon Wireless	640802	\$13,422.04	\$114.66	6150	YouthBuild Project	Communications
			\$107.73	6150	Newton-Lease Operati	Communications
			\$57.62	6150	Upward Bound Year 27	Communications
			\$62.29	6150	Special Projects	Communications
			\$107.30	6150	CPI Office	Communications
			\$55.75	6150	Trail Point-Aquatics	Communications
			\$156.87	6150	Non Tort Security In	Communications
			\$104.58	6150	Trail Point-Facility	Communications
			\$540.12	6150	Civil Engineering Te	Communications
			\$62.29	6150	Jasper County Career	Communications
			\$171.77	6150	Non Tort Security In	Communications
			\$37.19	6150	Director, Nursing	Communications
			\$104.58	6150	Office of Dean, Scie	Communications
			\$74.38	6150	Custodial	Communications
			\$52.29	6150	Dean, Math and Scien	Communications
			\$62.29	6150	GED Testing	Communications
			\$463.22	6150	Economic Development	Communications
			\$144.59	6150	Office of Exec Dir,	Communications
			\$1,854.65	6150	WLAN Support	Communications

Reprt: FWRR040  
Date: 01/31/2019  
Time: 12:33 PM

Des Moines Area Comm College  
List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 4

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Verizon Wireless	640802	\$13,422.04	\$52.29	6150	Motorcycle and Moped	Communications
			\$172.32	6150	Office of Dir, Marke	Communications
			\$52.29	6150	Office of Exec Dir,	Communications
			\$1,770.77	6150	Program Development	Communications
			\$40.01	6150	Boone Athletic Depar	Communications
			\$120.03	6150	Volleyball	Communications
			\$90.02	6150	Veterinary Techician	Communications
			\$37.19	6150	Practical Nursing	Communications
			\$1,504.56	6150	Special Needs	Communications
			\$37.19	6150	Academic Development	Communications
			\$45.07	6150	Baseball Booster Clu	Communications
			\$102.30	6150	Judicial Office	Communications
			\$37.19	6150	IES-Des Moines	Communications
			\$62.29	6150	Office Exec Dir, Ins	Communications
			\$37.19	6150	Workforce Developmen	Communications
			\$52.29	6150	Plant Operations - S	Communications
			\$52.29	6150	English Literacy-Sou	Communications
			\$333.74	6150	WTED-General Exp	Communications
			\$216.88	6150	TSA Officer Educatio	Communications
			\$40.01	6150	Honors Program	Communications
			\$104.58	6150	WIA-Disability Emplo	Communications
			\$45.01	6150	Safety Committee	Communications
			\$137.99	6150	Physical Plant Opera	Communications
			\$144.58	6150	Physical Plant Opera	Communications
			\$47.19	6150	Physical Plant Opera	Communications
			\$141.77	6150	Physical Plant Opera	Communications
			\$52.29	6150	Physical Plant Opera	Communications
			\$50.22	6150	Utilities	Communications
			\$52.29	6150	Office of Exec Dir,	Communications
			\$37.19	6150	Continuing Ed, 2 Day	Communications
			\$52.29	6150	Continuing Ed, Healt	Communications

Report: FWRR040  
Date: 01/31/2019  
Time: 12:33 PM

Des Moines Area Comm College  
List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 5

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Verizon Wireless	640802	\$13,422.04	\$37.19	6150	Continuing Ed, Trade	Communications
			\$74.38	6150	Dental Assistant	Communications
			\$109.48	6150	Respiratory Therapy	Communications
			\$592.06	6150	Office of the Presid	Communications
			\$37.19	6150	Transportation Insti	Communications
			\$40.01	6150	Architectural Drafti	Communications
			\$47.19	6150	Heating/AC/Refrig Te	Communications
			\$52.29	6150	Office of Dean, Heal	Communications
			\$114.58	6150	Student Records/Serv	Communications
			\$52.29	6150	Office of Exec Dean,	Communications
			\$161.77	6150	Office of Exec Dean,	Communications
			\$52.29	6150	Office of Exec Dean,	Communications
			\$52.29	6150	Associate Dean, Urba	Communications
			\$151.77	6150	Office of Exec Dean,	Communications
			\$90.47	6150	Grounds	Communications
			\$298.81	6150	Office of the Dir, P	Communications
			\$1,244.86	6150	Mechanical Maintenanc	Communications
			\$157.63	6150	Recruiting	Communications
Williams & Fudge Inc	640804	\$2,624.59	\$2,624.59	6780	Office of Controller	Collection Agency Ex
Your Clear Next Step LLC	640813	\$9,683.23	\$850.79	6015	Softskills Training	Consultant's Fees
			\$6,282.44	6015	Softskills Training	Consultant's Fees
			\$2,550.00	6015	Softskills Training	Consultant's Fees
ABC Virtual Communication	640822	\$33,843.10	\$2,315.25	6265	Non Tort Equip Maint	Software Service Agr
			\$8,127.00	6324	Economic Development	Computer Software
			\$10,017.00	6324	Economic Development	Computer Software
			\$2,025.85	6324	Economic Development	Computer Software
			\$10,773.00	6324	Economic Development	Computer Software
			\$585.00	6269	Office of Exec Dir,	Other Company Servic



Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 6

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Alliant Energy	640826	\$11,004.49	\$1,904.44	6190	Boone Campus Housing	Utilities
			\$2,342.35	6190	Plant Operations, Pe	Utilities
			\$3,710.96	6190	Boone Campus Housing	Utilities
			\$1,579.58	6190	Boone Campus Housing	Utilities
			\$1,467.16	6190	Boone Campus Housing	Utilities
American Heritage Life In	640827	\$4,359.62	\$93.20	2289	Payroll Office	Hospitalization Insu
			\$1,772.66	2286	Payroll Office	Accident Insurance P
			\$1,074.40	2287	Payroll Office	Cancer Insurance Pay
			\$1,419.36	2288	Payroll Office	Critical Illness Ins
Auto-Jet Muffler	640832	\$18,825.00	\$2,105.00	6269	Auto-Jet Muffler #4	Other Company Servic
			\$6,720.00	6269	Auto-Jet Muffler #4	Other Company Servic
			\$10,000.00	6269	Auto-Jet Muffler #4	Other Company Servic
Beitman Furniture	640834	\$8,060.44	\$6,171.28	6322	Ankeny Flood Renovat	Materials & Supplies
			\$1,889.16	6323	Ankeny Flood Renovat	Minor Equipment
Black Hills Energy	640836	\$5,058.78	\$5,058.78	6190	Newton-Lease Operati	Utilities
Carolina Biological Suppl	640848	\$3,559.56	\$124.35	6322	Equipment Replacemen	Materials & Supplies
			\$594.97	6322	Equipment Replacemen	Materials & Supplies
			\$90.98	6322	Physics/Chemistry/Bi	Materials & Supplies
			\$166.08	6322	Equipment Replacemen	Materials & Supplies
			\$1,155.34	6322	Physics/Chemistry/Bi	Materials & Supplies
			\$957.60	6322	Equip Replacement Sc	Materials & Supplies
			\$470.24	6322	Physics/Chemistry/Bi	Materials & Supplies
CenturyLink	640850	\$6,795.66	\$3,865.28	6150	Campus Communication	Communications
			\$2,930.38	6150	Campus Communication	Communications
City of Ankeny	640852	\$10,904.65	\$119.50	6190	Utilities	Utilities

Report: FWRR040  
Date: 01/31/2019  
Time: 12:33 PM

Des Moines Area Comm College  
List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 7

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
City of Ankeny	640852	\$10,904.65	\$2,003.83	6190	Trail Point-Facility	Utilities
			\$31.44	6190	Utilities	Utilities
			\$676.59	6190	Physical Plant Opera	Utilities
			\$96.62	6190	Utilities	Utilities
			\$73.74	6190	Utilities	Utilities
			\$108.06	6190	Utilities	Utilities
			\$73.74	6190	Utilities	Utilities
			\$73.74	6190	Utilities	Utilities
			\$96.62	6190	Utilities	Utilities
			\$3,873.77	6190	Utilities	Utilities
			\$585.38	6190	Utilities	Utilities
			\$377.33	6190	Utilities	Utilities
			\$2,216.40	6190	Utilities	Utilities
			\$19.21	6190	Utilities	Utilities
			\$30.30	6190	Utilities	Utilities
			\$258.44	6190	Utilities	Utilities
			\$145.92	6190	Utilities	Utilities
			\$44.02	6190	Utilities	Utilities
Delta Dental Plan of Iowa	640858	\$3,607.98	\$3,607.98	2285	Payroll Office	Vision Insurance Pay
Digital Architecture	640864	\$17,278.00	\$17,278.00	6265	Non Tort Equip Maint	Software Service Agr
Flynn/Wright Inc	640875	\$19,150.00	\$19,150.00	6269	Office of the Presid	Other Company Servic
Garcia Professional Solut	640879	\$5,000.00	\$5,000.00	6268	Central IA Wrkfrce I	Contracted Services-
Heartland Finishes Inc	640889	\$12,688.06	\$12,688.06	6090	Office of Sr VP, Aca	Maintenance/Repair o
Holmes Murphy & Associat	640893	\$850,000.00	\$850,000.00	6180	Non Tort Equip Maint	Insurance
IP Pathways	640897	\$3,960.00	\$2,142.30	6269	Technical Update Equ	Other Company Servic

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 8

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
IP Pathways	640897	\$3,960.00	\$1,817.70	6269	Campus Communication	Other Company Servic
Maderich Southridge Mall	640911	\$8,333.33	\$8,333.33	6210	Plant Operations - S	Rental of Buildings
Nelnet Business Solutions	640918	\$5,120.53	\$5,120.53	6269	Office of Controller	Other Company Servic
Patrick Riley LLC	640924	\$5,000.00	\$5,000.00	6269	Rainbow Intl of SC #	Other Company Servic
Pella Security Products I	640926	\$4,249.00	\$3,915.70	6269	Pella Security Prod	Other Company Servic
			\$333.30	6269	Pella Security Prod	Other Company Servic
Reynolds & Reynolds Inc	640937	\$5,000.00	\$5,000.00	2250	DMACC Self-funded In	Health Insurance Pay
SAS Institute World Headq	640940	\$2,737.50	\$2,737.50	6265	Non Tort Equip Maint	Software Service Agr
Singlewire Software	640944	\$4,345.00	\$4,345.00	6324	Office of VP, Info S	Computer Software
SKC Communication Product	640945	\$31,883.62	\$29,233.47	6323	Equipment Replacemen	Minor Equipment
			\$2,650.15	6323	Equipment Replacemen	Minor Equipment
Skold Door & Floor Compan	640946	\$19,100.00	\$19,100.00	6090	Ankeny Flood Renovat	Maintenance/Repair o
State of Iowa Department	640950	\$6,045.00	\$6,045.00	6269	Continuing Ed, 2 Day	Other Company Servic
State Steel Supply Co	640951	\$3,674.75	\$2,625.95	6322	Welding	Materials & Supplies
			\$1,048.80	6322	Welding	Materials & Supplies
Two Rivers Marketing	640960	\$20,552.00	\$20,552.00	6269	Two Rivers Mktg #2 2	Other Company Servic
VanWall Group	640966	\$7,000.00	\$7,000.00	6377	Dallas County Farm O	Materials/Supplies f
Veel Hoeden LLC	640967	\$7,000.00	\$7,000.00	6015	Softskills Training	Consultant's Fees

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 9

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Volz, Todd	640969	\$5,084.00	\$5,084.00	6019	Dallas County Farm O	Prof Svcs-Individual
Voss, Lou Ann.	640971	\$2,864.45	\$2,864.45	6019	Future Business Lead	Prof Svcs-Individual
Williams Millwork Company	640976	\$5,686.00	\$5,686.00	6090	Office of Sr VP, Aca	Maintenance/Repair o
DMACC Child Care	641026	\$5,640.01	\$5,640.01	2299	Payroll Office	Other Employee Deduc
ACT	641037	\$2,940.00	\$2,940.00	6269	NCRC Testing	Other Company Servic
Ahlers and Cooney PC	641040	\$4,919.00	\$4,919.00	6013	Exec VP, College Ope	Legal Fees
All Makes Office Interior	641042	\$81,628.63	\$1,065.00	6322	Ankeny Flood Renovat	Materials & Supplies
			\$350.00	6269	Ankeny Flood Renovat	Other Company Servic
			\$5,806.53	6323	Ankeny Flood Renovat	Minor Equipment
			\$37,090.12	6378	Office of Sr VP, Aca	Materials/Supplies f
			\$6,962.71	6323	Office of Sr VP, Aca	Minor Equipment
			\$41.92	6322	Equipment Replacemen	Materials & Supplies
			\$24,168.98	6323	Equipment Replacemen	Minor Equipment
			\$4,729.87	6323	Equipment Replacemen	Minor Equipment
			\$468.50	6322	Ankeny Flood Renovat	Materials & Supplies
			\$945.00	6323	Ankeny Flood Renovat	Minor Equipment
Ames Municipal Utilities	641050	\$3,521.80	\$3,521.80	6190	Utilities	Utilities
Andrew J Zalasky	641051	\$2,700.00	\$900.00	6019	Office of Exec Dir,	Prof Svcs-Individual
			\$900.00	6019	Office of Exec Dir,	Prof Svcs-Individual
			\$900.00	6019	Office of Exec Dir,	Prof Svcs-Individual
Apple Computer Inc	641054	\$14,164.00	\$69.00	6323	Equip Replacement Sc	Minor Equipment
			\$14,095.00	6323	Other Projects	Minor Equipment

Report: FWRR040  
Date: 01/31/2019  
Time: 12:33 PM

Des Moines Area Comm College  
List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 10

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Bankers Advertising Compa	641060	\$3,456.76	\$832.34	6322	Civil Engineering Te	Materials & Supplies
			\$585.00	6322	Civil Engineering Te	Materials & Supplies
			\$2,039.42	6322	Civil Engineering Te	Materials & Supplies
Cardtronics USA Inc	641069	\$2,750.00	\$2,750.00	6269	Student ID Card Offi	Other Company Servic
CenturyLink	641075	\$5,585.94	\$47.06	6150	Campus Communication	Communications
			\$507.00	6150	Campus Communication	Communications
			\$600.00	6150	Campus Communication	Communications
			\$600.00	6150	Campus Communication	Communications
			\$507.00	6150	Communications	Communications
			\$121.87	6150	Campus Communication	Communications
			\$507.00	6150	Campus Communication	Communications
			\$45.95	6150	Campus Communication	Communications
			\$507.00	6150	Campus Communication	Communications
			\$507.00	6150	Campus Communication	Communications
			\$507.00	6150	Campus Communication	Communications
			\$507.00	6150	Campus Communication	Communications
			\$575.00	6150	Campus Communication	Communications
			\$507.00	6150	Campus Communication	Communications
			\$47.06	6150	Campus Communication	Communications
Certification Center	641076	\$8,364.00	\$8,364.00	6322	Continuing Ed, Healt	Materials & Supplies
Dee Zee, Inc.	641091	\$7,523.85	\$6,926.85	6269	Dee Zee Proj #4 Job	Other Company Servic
			\$597.00	6269	Dee Zee Proj #4 Job	Other Company Servic
Digital Warehouse USA Inc	641097	\$22,845.00	\$22,845.00	6323	Technical Update Equ	Minor Equipment
E Lock Systems Inc	641099	\$17,026.94	\$12,605.05	6377	Buildings Equipment	Materials/Supplies f
			\$1,554.91	6377	Buildings Equipment	Materials/Supplies f
			\$2,866.98	6377	Buildings Equipment	Materials/Supplies f

Rptbrt: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 11

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
FBG Service Corporation	641104	\$60,228.18	\$5,417.42	6030	Physical Plant Opera	Custodial Services
			\$6,744.80	6030	Plant Operations - S	Custodial Services
			\$10,110.87	6030	Trail Point-Facility	Custodial Services
			\$1,939.00	6030	Custodial	Custodial Services
			\$19,753.15	6030	Custodial	Custodial Services
			\$2,183.94	6030	Plant Operations, Pe	Custodial Services
			\$8,459.00	6030	Physical Plant Opera	Custodial Services
			\$5,620.00	6030	Plant Operations, St	Custodial Services
Forecast 5 Analytics Inc	641106	\$9,500.00	\$9,500.00	6269	Miscellaneous Colleg	Other Company Servic
Getinge USA Sales LLC	641110	\$3,330.00	\$3,330.00	6323	Equipment Replacemen	Minor Equipment
Gov Connection Inc	641111	\$27,937.29	\$24,100.24	6323	Equipment Replacemen	Minor Equipment
			\$3,837.05	6323	Equipment Replacemen	Minor Equipment
Heartland Area Education	641121	\$3,333.34	\$3,333.34	6269	Mail Service	Other Company Servic
HP Inc	641124	\$18,987.93	\$1,389.28	6323	Equip Replacement Sc	Minor Equipment
			\$730.14	6323	Equipment Replacemen	Minor Equipment
			\$663.87	6323	Equip Replacement Sc	Minor Equipment
			\$694.64	6323	Equipment Replacemen	Minor Equipment
			\$15,510.00	6323	Technology Updates-C	Minor Equipment
Humboldt Manufacturing In	641126	\$6,761.05	\$6,761.05	6323	Civil Engineering Te	Minor Equipment
Hy Vee Food Stores	641127	\$8,158.57	\$1,795.50	6269	Hy-Vee Inc Job Spec	Other Company Servic
			\$1,796.00	6269	Hy-Vee Inc Job Spec	Other Company Servic
			\$4,567.07	6269	Hy-Vee Inc Job Spec	Other Company Servic
I Saw The Sign LLC	641128	\$2,865.00	\$2,865.00	6378	Buildings Equipment	Materials/Supplies f

Report: FWRR040  
Date: 01/31/2019  
Time: 12:33 PM

Des Moines Area Comm College  
List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 12

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
I'll Make Me A World In I	641129	\$5,000.00	\$5,000.00	6260	Office of the Presid	Sponsorships & Donat
Iowa Communications Netwo	641136	\$24,708.38	\$20.36	6150	Campus Communication	Communications
			\$7,237.42	6150	Campus Communication	Communications
			\$880.02	6150	Campus Communication	Communications
			\$16,547.39	6150	Campus Communication	Communications
			\$6.28	6150	Campus Communication	Communications
			\$8.31	6150	Campus Communication	Communications
			\$6.45	6150	Campus Communication	Communications
			\$2.15	6150	Campus Communication	Communications
Iowa Department of Revenu	641137	\$139,313.23	\$139,313.23	6269	Completed 260E Accum	Other Company Servic
Iowa Economic Development	641138	\$118,550.00	\$118,550.00	6264	Multiple Project 49	HF623 State Administ
Iowa Independent Auto Dea	641139	\$9,230.00	\$2,730.00	6322	Workforce Developmen	Materials & Supplies
			\$6,500.00	6322	Workforce Developmen	Materials & Supplies
IP Pathways	641142	\$6,060.47	\$1,258.01	6269	Technical Update Equ	Other Company Servic
			\$4,802.46	6269	Technical Update Equ	Other Company Servic
ITA Group	641143	\$48,516.47	\$21,000.00	6269	ITA Group Proj #4 Jo	Other Company Servic
			\$16,750.00	6269	ITA Group Proj #4 Jo	Other Company Servic
			\$2,055.00	6269	ITA Group Proj #4 Jo	Other Company Servic
			\$5,500.00	6269	ITA Group Proj #4 Mg	Other Company Servic
			\$3,211.47	6269	ITA Group Proj #4 Mg	Other Company Servic
JSTOR	641147	\$5,500.00	\$5,500.00	6269	Equipment Replacemen	Other Company Servic
Karopy LLC	641148	\$7,246.00	\$720.00	6310	Equip Replacement Li	Library Books/Electr
			\$566.00	6310	Equip Replacement Li	Library Books/Electr

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 13

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION ACCOUNT		INDEX TITLE	ACCOUNT TITLE
			AMOUNT	NUMBER		
Karopy LLC	641148	\$7,246.00	\$650.00	6310	Equip Replacement Li	Library Books/Electr
			\$480.00	6310	Equip Replacement Li	Library Books/Electr
			\$120.00	6310	Equip Replacement Li	Library Books/Electr
			\$3,640.00	6310	Equip Replacement Li	Library Books/Electr
			\$750.00	6310	Equip Replacement Li	Library Books/Electr
			\$320.00	6310	Equip Replacement Li	Library Books/Electr
Kelly Services Inc	641150	\$45,454.60	\$7,512.73	6269	Evelyn Davis Center	Other Company Servic
			\$1,350.00	6269	Evelyn Davis Center	Other Company Servic
			\$8,066.52	6269	Evelyn Davis Center	Other Company Servic
			\$1,350.00	6269	Evelyn Davis Center	Other Company Servic
			\$1,350.00	6269	Evelyn Davis Center	Other Company Servic
			\$8,267.83	6269	Evelyn Davis Center	Other Company Servic
			\$1,350.00	6269	Evelyn Davis Center	Other Company Servic
			\$5,947.10	6269	Evelyn Davis Center	Other Company Servic
			\$1,350.00	6269	Evelyn Davis Center	Other Company Servic
			\$1,350.00	6269	Evelyn Davis Center	Other Company Servic
			\$7,560.42	6269	Evelyn Davis Center	Other Company Servic
Kirkwood Community Colleg	641154	\$53,125.46	\$44,428.55	5300	IA Comm College Athl	Regular Prof Support
			\$8,696.91	5900	IA Comm College Athl	DMACC Paid Insurance
Marco Inc	641160	\$5,583.95	\$3,350.37	7100	Equipment Replacemen	Furniture, Machinery
			\$2,233.58	7100	Equipment Replacemen	Furniture, Machinery
MidAmerican Energy Co	641168	\$15,062.39	\$3,068.22	6190	Utilities	Utilities
			\$9,832.75	6190	Trail Point-Facility	Utilities
			\$633.14	6190	Plant Operations - E	Utilities
			\$1,528.28	6190	Utilities	Utilities
Midwest Auto Fire Sprinkl	641169	\$16,462.00	\$16,462.00	6060	Trail Point-Bldg/Equ	Maintenance/Repair o



Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 14

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Midwest Office Technology	641170	\$9,921.66	\$3.82	6322	Office of Exec Dir,	Materials & Supplies
			\$196.19	6322	Office of Dir, Marke	Materials & Supplies
			\$40.22	6322	Library	Materials & Supplies
			\$0.34	6322	Library	Materials & Supplies
			\$24.01	6322	Veterinary Technician	Materials & Supplies
			\$4.11	6322	Special Needs	Materials & Supplies
			\$23.79	6322	Duplicating Services	Materials & Supplies
			\$0.22	6322	Certified Nursing As	Materials & Supplies
			\$46.48	6322	Graphic Design	Materials & Supplies
			\$579.88	6120	Graphic Design	Printing/Reproductio
			\$1,056.41	6120	Graphic Design	Printing/Reproductio
			\$16.13	6322	Urban Copy Usage	Materials & Supplies
			\$1.54	6322	Urban Copy Usage	Materials & Supplies
			\$6,062.60	6060	Non Tort Equip Maint	Maintenance/Repair o
			\$226.12	6322	Civil Engineering Te	Materials & Supplies
			\$0.94	6322	Other General Instit	Materials & Supplies
			\$13.46	6322	GED Testing	Materials & Supplies
			\$202.70	6322	Dean, Business & Inf	Materials & Supplies
			\$84.04	6322	Dean, Business & Inf	Materials & Supplies
			\$25.89	6322	Dean, Business & Inf	Materials & Supplies
			\$73.31	6322	Office of Dean, Scie	Materials & Supplies
			\$81.53	6322	Office of Dean, Scie	Materials & Supplies
			\$10.58	6322	Office of Dean, Scie	Materials & Supplies
			\$21.73	6322	Office of Dean, Indu	Materials & Supplies
			\$0.49	6322	Transportation Insti	Materials & Supplies
			\$37.52	6322	Transportation Insti	Materials & Supplies
			\$17.55	6322	ASSET Auto/Ford	Materials & Supplies
			\$72.62	6322	Auto Service	Materials & Supplies
			\$0.58	6322	Auto Service	Materials & Supplies
			\$17.55	6322	Heavy Diesel Equipme	Materials & Supplies
			\$24.01	6322	Agri Business	Materials & Supplies

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 15

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Midwest Office Technology	641170	\$9,921.66	\$0.13	6322	Office of Dean, Heal	Materials & Supplies
			\$3.21	6322	Office of Dean, Heal	Materials & Supplies
			\$274.78	6322	Office of Exec Dean,	Materials & Supplies
			\$130.73	6322	Office of Exec Dean,	Materials & Supplies
			\$0.62	6322	Library	Materials & Supplies
			\$116.68	6322	Office of Exec Dean,	Materials & Supplies
			\$4.52	6322	Office of Exec Dean,	Materials & Supplies
			\$0.19	6322	Office of Exec Dean,	Materials & Supplies
			\$180.61	6322	Office of Exec Dean,	Materials & Supplies
			\$16.47	6322	Office of Exec Dean,	Materials & Supplies
			\$1.06	6322	Office of Exec Dean,	Materials & Supplies
			\$226.30	6322	Other General Instit	Materials & Supplies
Moddys Investors Service	641174	\$22,000.00	\$22,000.00	6014	Multiple Project 49	Financial Serv Fees
National Curriculum & Tra	641180	\$6,490.56	\$6,490.56	6520	Driver Improvement B	Purchases for Resale
Navigate Wellness LLC	641182	\$4,376.92	\$725.00	6269	Live Healthy Ameri #	Other Company Servic
			\$2,728.93	6269	Live Healthy Ameri #	Other Company Servic
			\$415.00	6269	Live Healthy Ameri #	Other Company Servic
			\$198.00	6269	Live Healthy Ameri #	Other Company Servic
			\$309.99	6269	Live Healthy Ameri #	Other Company Servic
NCS Pearson Inc	641183	\$9,990.00	\$9,990.00	6269	Peer Tutoring	Other Company Servic
Oracle Corporation	641188	\$12,007.57	\$12,007.57	6265	Non Tort Equip Maint	Software Service Agr
Performance Marketing of	641194	\$8,122.69	\$2,496.00	6269	Performance Marketin	Other Company Servic
			\$1,996.00	6269	Performance Marketin	Other Company Servic
			\$3,630.69	6269	Performance Marketin	Other Company Servic
Quick Fuel	641199	\$3,106.61	\$1,254.95	6420	Transportation Insti	Vehicle Materials an

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 16

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Quick Fuel	641199	\$3,106.61	\$1,851.66	6420	Transportation Insti	Vehicle Materials an
Satellite Center	641208	\$4,595.60	\$1,160.00	6269	Technical Update Equ	Other Company Servic
			\$3,435.60	6269	Technical Update Equ	Other Company Servic
Securitas Security Servic	641212	\$22,784.86	\$15,607.26	6261	Non Tort Security In	Contracted Security
			\$7,177.60	6261	Non Tort Security In	Contracted Security
Shift Interactive LLC	641215	\$14,711.80	\$14,711.80	6269	Shift Interactive On	Other Company Servic
Siemens Industry Inc	641217	\$14,088.75	\$14,088.75	6060	Mechanical Maintenanc	Maintenance/Repair o
SmartEvals LLC	641221	\$15,441.00	\$15,441.00	6265	Non Tort Equip Maint	Software Service Agr
Snap On Industrial	641222	\$12,825.18	\$6,825.05	1550	Office of Controller	Prepaid Expenses
			\$4,431.26	1550	Office of Controller	Prepaid Expenses
			\$1,568.87	1550	Office of Controller	Prepaid Expenses
Snyder and Associates Inc	641223	\$9,555.00	\$9,555.00	6015	DMACC Oralabor Road	Consultant's Fees
Storey Kenworthy	641226	\$7,707.18	\$7,707.18	6269	Vice President, Enro	Other Company Servic
Storey Kenworthy	641227	\$18,524.48	\$112.80	6322	Office of Exec Dir,	Materials & Supplies
			-\$98.16	6322	Dean, Business & Inf	Materials & Supplies
			\$88.72	6322	Office of Dean, Indu	Materials & Supplies
			\$41.42	6322	Auto Service	Materials & Supplies
			\$563.57	6322	Office of Dean, Heal	Materials & Supplies
			\$389.47	6322	Admissions/Registrat	Materials & Supplies
			\$65.17	6322	Office of Dir, Finan	Materials & Supplies
			\$71.38	6322	Office of Dir, Stude	Materials & Supplies
			\$56.25	6322	Student Services	Materials & Supplies

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 17

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Storey Kenworthy	641227	\$18,524.48	\$375.98	6322	Associates Degree Nu	Materials & Supplies
			\$119.25	6322	Office of Exec Dean,	Materials & Supplies
			\$177.21	6322	Student Services	Materials & Supplies
			\$71.50	6322	Office of Exec Dean,	Materials & Supplies
			\$99.42	6322	Other General Instit	Materials & Supplies
			\$67.91	6322	Office of the Dir, P	Materials & Supplies
			\$188.63	6322	Corrections-Mitchell	Materials & Supplies
			\$284.32	6322	Office of Controller	Materials & Supplies
			\$6.45	6322	Office of Exec Dean,	Materials & Supplies
			\$1.25	6322	Auto Body	Materials & Supplies
			\$118.88	6322	Office of Exec Dir,	Materials & Supplies
			\$25.38	6322	Motorcycle and Moped	Materials & Supplies
			\$208.22	6322	Office of Dir, Marke	Materials & Supplies
			\$6.78	6322	Library	Materials & Supplies
			\$30.05	6322	Veterinary Technician	Materials & Supplies
			\$145.66	6322	Admission Processing	Materials & Supplies
			\$54.02	6322	Special Needs	Materials & Supplies
			\$219.45	6322	Information Systems	Materials & Supplies
			\$168.34	6322	Story County Academy	Materials & Supplies
			\$44.68	6322	IES-Des Moines	Materials & Supplies
			\$35.24	6322	Physics/Chemistry/Bi	Materials & Supplies
			\$54.12	6322	Perry Operations	Materials & Supplies
			\$76.28	6322	Adult Literacy-South	Materials & Supplies
			\$26.29	6322	AEFLA-ABE Level 2 09	Materials & Supplies
			\$22.34	6322	WIA-Disability Emplo	Materials & Supplies
			\$150.00	6269	Vice President, Enro	Other Company Servic
			\$16.92	6322	Program Development	Materials & Supplies
			\$271.35	6322	Trail Point-Facility	Materials & Supplies
			\$207.24	6322	PACE Program 260H	Materials & Supplies
			\$10.05	6322	Dental Hygiene	Materials & Supplies
			\$307.49	6322	Dean, Business & Inf	Materials & Supplies

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 18

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Strey Kenworthy	641227	\$18,524.48	\$13,160.10	6930	Trail Point-Facility	Other Current Expens
			-\$2.57	6322	Vice President, Enro	Materials & Supplies
			\$6.55	6322	Vice President, Enro	Materials & Supplies
			\$35.37	6322	Recruiting	Materials & Supplies
			\$384.20	6322	Civil Engineering Te	Materials & Supplies
			\$59.51	6322	Upward Bound Year 27	Materials & Supplies
Summit Technologies LLC	641228	\$7,319.13	\$7,319.13	6269	Technical Update Equ	Other Company Servic
Symetra Financial	641229	\$2,657.18	\$648.10	6269	Symetra Life Proj #2	Other Company Servic
			\$648.10	6269	Symetra Life Proj #2	Other Company Servic
			\$1,360.98	6269	Symetra Life Proj #2	Other Company Servic
Test.Com Inc	641231	\$3,792.00	\$792.00	6269	Civil Engineering Te	Other Company Servic
			\$3,000.00	6269	Civil Engineering Te	Other Company Servic
Textbooks Outlet	641232	\$2,907.95	\$2,907.95	6322	Program Development	Materials & Supplies
The Generational Imperati	641233	\$8,728.35	\$8,000.00	6269	Summer Institute	Other Company Servic
			\$728.35	6930	Summer Institute	Other Current Expens
The Waldinger Corporation	641234	\$3,182.41	\$3,182.41	6090	Technical Update Equ	Maintenance/Repair o
Thetford and Shavin Art E	641235	\$3,600.00	\$3,600.00	6269	Student Activities	Other Company Servic
Weiler Inc	641244	\$22,728.53	\$10,176.23	6269	Weiler #5 260E Job S	Other Company Servic
			\$3,234.64	6269	Weiler #5 260E Job S	Other Company Servic
			\$9,317.66	6269	Weiler #5 260E Job S	Other Company Servic
West Des Moines Chamber o	641245	\$2,500.00	\$2,500.00	6040	Office of Exec Dean,	Memberships
Windstream	641250	\$4,051.82	\$4,051.82	6150	Campus Communication	Communications

Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 19

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Workman, William S.	641253	\$7,000.00	\$7,000.00	6015	WTED-Information Tec	Consultant's Fees
Xerox Corp	641254	\$3,219.64	\$621.74	6322	Copy Center	Materials & Supplies
			\$780.69	6060	Non Tort Equip Maint	Maintenance/Repair o
			\$880.35	6220	Copy Center	Rental of Equipment
			\$219.91	6220	Copy Center	Rental of Equipment
			\$285.35	6220	Copy Center	Rental of Equipment
			\$219.91	6220	Copy Center	Rental of Equipment
			\$211.69	6220	Copy Center	Rental of Equipment
YMCA	641256	\$2,500.00	\$2,500.00	6260	Evelyn Davis Center	Sponsorships & Donat
Zirbus Inc	641258	\$18,599.82	\$2,475.00	6269	Zirous #2 260E Job S	Other Company Servic
			\$2,392.30	6269	Zirous #2 260E Job S	Other Company Servic
			\$1,925.00	6269	Technical Update Equ	Other Company Servic
			\$975.00	6269	Zirous #2 260E Job S	Other Company Servic
			\$2,217.96	6269	Zirous #2 260E Job S	Other Company Servic
			\$173.31	6269	Technical Update Equ	Other Company Servic
			\$150.00	6269	Zirous #2 260E Job S	Other Company Servic
			\$1,995.00	6269	Zirous #2 260E Job S	Other Company Servic
			\$2,300.00	6269	Zirous #2 260E Job S	Other Company Servic
			\$1,995.00	6269	Zirous #2 260E Job S	Other Company Servic
			\$25.00	6269	Zirous #2 260E Job S	Other Company Servic
			\$1,976.25	6269	Zirous #2 260E Job S	Other Company Servic
Ryder Exchange LLC	641283	\$9,195.00	\$9,195.00	7400	Equip Replacement In	Vehicles
ABC Virtual Communication	641293	\$11,617.50	\$88.50	6269	Office of Exec Dir,	Other Company Servic
			\$11,529.00	6324	Economic Development	Computer Software
Agribusiness Association	641295	\$2,500.00	\$2,500.00	6260	Office of the Presid	Sponsorships & Donat

Report: FWRR040  
Date: 01/31/2019  
Time: 12:33 PM

Des Moines Area Comm College  
List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 20

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Airgas North Central	641296	\$3,025.46	\$626.07	1550	Office of Controller	Prepaid Expenses
			\$660.39	1550	Office of Controller	Prepaid Expenses
			\$18.03	6322	Jasper County Career	Materials & Supplies
			\$406.44	6322	Jasper County Career	Materials & Supplies
			\$610.32	6460	Continuing Ed, Manuf	Other Materials and
			\$291.40	6322	WTED - Welding	Materials & Supplies
			\$69.75	6322	Perry Operations	Materials & Supplies
			\$343.06	6322	Perry Operations	Materials & Supplies
Alliant Energy	641300	\$4,820.41	\$2,361.95	6190	Utilities	Utilities
			\$476.01	6190	Building Rental for	Utilities
			\$1,893.82	6190	Utilities	Utilities
			\$88.63	6190	Utilities	Utilities
Aspen Equipment Co	641307	\$17,304.56	\$17,304.56	6060	Transportation	Maintenance/Repair o
Baker Mechanical Inc	641309	\$9,166.67	\$9,166.67	6090	Newton-Lease Operati	Maintenance/Repair o
Beirman Furniture	641312	\$2,509.18	\$1,265.68	6323	Ankeny Flood Renovat	Minor Equipment
			\$829.00	6322	Web Based Instructio	Materials & Supplies
			\$414.50	6322	Program Development	Materials & Supplies
Capital Sanitary Supply C	641320	\$3,637.08	\$239.20	6410	Custodial	Janitorial Materials
			\$180.00	6410	Custodial	Janitorial Materials
			\$551.32	6410	Custodial	Janitorial Materials
			\$664.57	6410	Custodial	Janitorial Materials
			\$76.24	6410	Custodial	Janitorial Materials
			\$123.77	6410	Physical Plant Opera	Janitorial Materials
			\$180.00	6410	Plant Operations, St	Janitorial Materials
			\$145.84	6410	Plant Operations - S	Janitorial Materials
			\$133.00	6410	Newton-Lease Operati	Janitorial Materials

Report: FWRR040  
Date: 01/31/2019  
Time: 12:33 PM

Des Moines Area Comm College  
List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 21

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Capital Sanitary Supply C	641320	\$3,637.08	\$459.79	6410	Newton-Lease Operati	Janitorial Materials
			\$535.22	6410	Trail Point-Facility	Janitorial Materials
			\$271.89	6410	Physical Plant Opera	Janitorial Materials
			\$76.24	6410	Custodial	Janitorial Materials
Carolina Biological Suppl	641321	\$7,916.68	\$260.61	6322	Equipment Replacemen	Materials & Supplies
			\$76.18	6322	Physics/Chemistry/Bi	Materials & Supplies
			\$25.14	6322	Physics/Chemistry/Bi	Materials & Supplies
			\$7,182.00	6322	Equip Replacement Sc	Materials & Supplies
			\$372.75	6322	Criminal Justice	Materials & Supplies
CCE Credit Services Inc	641326	\$2,509.38	\$2,509.38	6780	Office of Controller	Collection Agency Ex
Center for Research Libra	641328	\$8,247.33	\$8,247.33	6340	Library	Periodicals
Champion Seed Innovations	641331	\$4,039.74	\$4,039.74	6322	Dallas County Farm O	Materials & Supplies
Christian Photo Inc	641334	\$5,119.94	\$1,100.00	1550	Office of Controller	Prepaid Expenses
			\$2,719.95	1550	Office of Controller	Prepaid Expenses
			\$1,299.99	1550	Office of Controller	Prepaid Expenses
City of Ankeny	641335	\$33,758.09	\$14,316.84	6190	Utilities	Utilities
			\$19,441.25	6190	Trail Point-Facility	Utilities
Collaborative Leadership	641338	\$16,928.03	\$16,928.03	6015	Workforce Developmen	Consultant's Fees
Constellation NewEnergy G	641344	\$24,593.19	\$24,593.19	6190	Utilities	Utilities
CustomOne CFO & Controlle	641349	\$4,050.00	\$4,050.00	6015	Softskills Training	Consultant's Fees
DAFT	641350	\$5,330.00	-\$2,868.00	6511	Ticket Sales	Purchases for Resale



Report: FWRR040  
 Date: 01/31/2019  
 Time: 12:33 PM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 22

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
DART	641350	\$5,330.00	-\$1,426.00	6511	Ticket Sales	Purchases for Resale
			\$3,560.00	6511	Ticket Sales	Purchases for Resale
			\$3,560.00	6511	Ticket Sales	Purchases for Resale
			\$986.00	6511	Ticket Sales	Purchases for Resale
			\$3,560.00	6511	Ticket Sales	Purchases for Resale
			-\$2,772.00	6511	Ticket Sales	Purchases for Resale
			-\$2,830.00	6511	Ticket Sales	Purchases for Resale
			\$3,560.00	6511	Ticket Sales	Purchases for Resale
Elite Glass & Metal LLC	641361	\$8,900.00	\$1,600.00	6269	Equip Replacement We	Other Company Servic
			\$3,200.00	6269	Equip Replacement We	Other Company Servic
			\$4,100.00	6090	Newton Maytag Campus	Maintenance/Repair o
EnergyCAP Inc	641363	\$2,593.00	\$2,593.00	6324	Utilities	Computer Software
Equifax INC	641364	\$215,000.00	\$52,000.00	6269	Equifax (TALX) #1 26	Other Company Servic
			\$20,000.00	6269	Equifax (TALX) #1 26	Other Company Servic
			\$7,000.00	6269	Equifax (TALX) #1 26	Other Company Servic
			\$20,000.00	6269	Equifax (TALX) #1 26	Other Company Servic
			\$28,000.00	6269	Equifax (TALX) #1 26	Other Company Servic
			\$16,000.00	6269	Equifax (TALX) #1 26	Other Company Servic
			\$28,000.00	6269	Equifax (TALX) #1 26	Other Company Servic
			\$28,000.00	6269	Equifax (TALX) #1 26	Other Company Servic
			\$16,000.00	6269	Equifax (TALX) #1 26	Other Company Servic
Heartland Finishes Inc	641386	\$12,655.48	\$12,655.48	6090	Newton Maytag Campus	Maintenance/Repair o
Higginson, James	641391	\$6,000.00	\$6,000.00	6930	Visting French Chef	Other Current Expens
Holmes Murphy & Associat	641394	\$4,317.75	\$4,317.75	6180	Tort Insurance	Insurance
Hosting Tree Company	641395	\$6,080.00	\$6,080.00	6269	Newton-Lease Operati	Other Company Servic

Report: FWRR040  
Date: 01/31/2019  
Time: 12:33 PM

Des Moines Area Comm College  
List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 23

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
HP Inc	641396	\$6,002.90	\$894.00	6322	Perkins-Equipment	Materials & Supplies
			\$2,920.00	6323	Equip Replacement Co	Minor Equipment
			\$1,149.08	6323	Perkins-Equipment	Minor Equipment
			\$729.82	6323	Recruiting	Minor Equipment
			\$310.00	6322	Equip Replacement In	Materials & Supplies
Infobase Learning	641399	\$3,014.96	\$3,014.96	6269	Equipment Replacemen	Other Company Servic
Iowa State Fair	641403	\$6,630.00	\$6,630.00	6269	Office of Dir, Marke	Other Company Servic
Iowa State University / C	641404	\$3,575.00	\$3,575.00	6269	CPI Office	Other Company Servic
Keren, Nir	641412	\$42,120.00	\$42,120.00	6015	Manufacturing Skills	Consultant's Fees
Lamar Companies	641421	\$2,553.00	\$1,863.00	6110	Office of Dir, Marke	Information Services
			\$690.00	6110	Office of Dir, Marke	Information Services
Lincoln National Life Ins	641428	\$74,830.38	\$10,098.80	2257	Payroll Office	Emp Opt Life Ins Pay
			\$17,458.45	2254	Payroll Office	Long Term Disability
			\$6,448.38	2255	Payroll Office	ST Disability - A In
			\$3,253.80	2258	Payroll Office	Spouse Opt Life Ins
			\$1,628.40	2259	Payroll Office	Dep Supp Life Ins Pa
			\$10,676.18	2256	Payroll Office	ST Disability - B In
			\$25,266.37	2253	Payroll Office	Basic Life Insurance
Lutron Services Co Inc	641431	\$6,090.00	\$6,090.00	6060	Mechanical Maintenanc	Maintenance/Repair o
Maderich Southridge Mall	641432	\$8,333.33	\$8,333.33	6210	Plant Operations - S	Rental of Buildings
OnMedia	641459	\$3,570.00	\$425.00	6110	Office of Dir, Marke	Information Services
			\$850.00	6110	Office of Dir, Marke	Information Services

Report: FWRR040  
Date: 01/31/2019  
Time: 12:33 PM

Des Moines Area Comm College  
List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 24

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
OnMedia	641459	\$3,570.00	\$1,020.00	6110	Office of Dir, Marke	Information Services
			\$425.00	6110	Office of Dir, Marke	Information Services
			\$850.00	6110	Office of Dir, Marke	Information Services
OPM Architects	641460	\$13,358.96	\$517.50	6012	Newton Maytag Campus	Architect's Fees
			\$10,584.47	6012	Newton Maytag Campus	Architect's Fees
			\$2,256.99	6012	Newton Maytag Campus	Architect's Fees
Pluralsight LLC	641465	\$2,709.00	\$2,709.00	6269	Workforce Developmen	Other Company Servic
Prudent Man Analysis Inc	641470	\$6,321.82	\$6,321.82	6269	Office of Controller	Other Company Servic
Purcell Printing and Grap	641471	\$3,701.01	\$49.00	6322	Dean, Math and Scien	Materials & Supplies
			\$901.91	6322	Food Assistance-SNAP	Materials & Supplies
			\$160.94	6322	Recruiting	Materials & Supplies
			\$49.00	6322	High Tech Robotics	Materials & Supplies
			\$49.00	6322	Adult Literacy-South	Materials & Supplies
			\$59.00	6322	Dean, Math and Scien	Materials & Supplies
			\$753.04	6322	Office of Exec Dir,	Materials & Supplies
			\$49.00	6322	Office of Exec Dean,	Materials & Supplies
			\$49.00	6322	Office of Exec Dean,	Materials & Supplies
			\$59.00	6322	Office of the Presid	Materials & Supplies
			\$166.00	6322	Student Activities	Materials & Supplies
			\$39.00	6322	Newton Rent	Materials & Supplies
			\$59.00	6322	Admission Processing	Materials & Supplies
			\$383.00	6322	Student Services	Materials & Supplies
			\$88.00	6322	Office of Exec Dir,	Materials & Supplies
			\$787.12	6322	Student Activities	Materials & Supplies
RJB Limited Family Partne	641478	\$3,000.00	\$3,000.00	6210	Building Rental for	Rental of Buildings
Sirius Computer Solutions	641485	\$17,220.00	\$17,220.00	6269	Technical Update Equ	Other Company Servic

Report: FWRR040  
Date: 01/31/2019  
Time: 12:33 PM

Des Moines Area Comm College  
List of checks over \$2,500.00 from 03-JAN-2019 to 30-JAN-2019

Page: 25

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
State Steel Supply Co	641492	\$2,546.95	\$1,663.75	6322	Perry Operations	Materials & Supplies
			\$618.20	6322	Perry Operations	Materials & Supplies
			\$265.00	6322	Perry Operations	Materials & Supplies
Summerfield Hotel LLC	641494	\$4,166.40	\$4,166.40	6269	Continuing Ed, 2 Day	Other Company Servic
Tokarz, Tiffany Ann Minks	641500	\$2,800.00	\$1,000.00	6019	Softskills Training	Prof Svcs-Individual
			\$1,200.00	6019	Softskills Training	Prof Svcs-Individual
			\$600.00	6019	Softskills Training	Prof Svcs-Individual
Veel Hoeden LLC	641508	\$16,962.50	\$1,062.50	6015	Softskills Training	Consultant's Fees
			\$15,900.00	6015	Softskills Training	Consultant's Fees
Veritiv	641509	\$3,498.39	\$3,498.39	6322	Copy Center	Materials & Supplies
WHY! Company LLC	641516	\$5,000.00	\$5,000.00	6015	Softskills Training	Consultant's Fees
Xerbx Corp	641523	\$4,332.24	\$642.44	6322	Copy Center	Materials & Supplies
			\$689.05	6220	Copy Center	Rental of Equipment
			\$343.25	6322	Copy Center	Materials & Supplies
			\$599.52	6060	Non Tort Equip Maint	Maintenance/Repair o
			\$334.44	6220	Copy Center	Rental of Equipment
			\$427.76	6220	Copy Center	Rental of Equipment
			\$50.00	6060	Non Tort Equip Maint	Maintenance/Repair o
			\$569.72	6060	Non Tort Equip Maint	Maintenance/Repair o
			\$676.06	6220	Copy Center	Rental of Equipment
REPORT TOTAL			\$3,379,248.69			

Ankeny, Iowa  
February 11, 2019

The Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, met in regular session on the 11th day of February, 2019 at 4:00 p.m. at the DMACC Ankeny Campus, DMACC Commons, Eldon Leonard Board Room, 2006 S. Ankeny Boulevard, Ankeny, Iowa 50023. The meeting was called to order and there were present, either in person or by telephone conference call, the following named Board Members:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Matters were discussed concerning the Ankeny Campus Building 13 Automotive Addition and Renovation Project. Following a discussion of the proposal, there was introduced and caused to be read a resolution entitled "Resolution Setting the Time and Place of a Public Hearing on the Proposed Plans, Specifications, Form of Contract and Estimated Costs for the Ankeny Campus Building 13 Automotive Addition and Renovation Project". The resolution was moved and seconded, and after due consideration of said resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Whereupon, the President declared the resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

\* \* \* \* \*

  
\_\_\_\_\_  
President of the Board of Directors

Attest:  
  
\_\_\_\_\_  
Carolyn Farlow, Secretary  
of the Board of Directors

## RESOLUTION

### RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC HEARING ON THE PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE ANKENY CAMPUS BUILDING 13 AUTOMOTIVE ADDITION AND RENOVATION PROJECT.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa; and

WHEREAS, the College desires to undertake a construction and renovation project consisting of construction of a 14,200 square foot addition including new auto labs, classrooms, showrooms and offices and renovation of existing 41,050 square feet of auto labs, classrooms and associated spaces, all at Building 13 at the College's Ankeny Campus, 2006 South Ankeny Boulevard, Ankeny, Iowa. The College is also considering the construction of an additional 10,500 square foot addition containing an additional auto lab and classrooms; and

WHEREAS, DLR Group inc. has prepared plans, specifications, a form of contract and estimated costs of the Ankeny Campus Building 13 Automotive Addition and Renovation Project (the "Project"); and

WHEREAS, before said plans, specifications, form of contract and estimated costs of the Project may be approved, it is necessary to hold a public hearing on such plans, specifications, form of contract and estimated costs pursuant to Section 26.12 of the Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

Section 1. That the Board of Directors of the College meet at the Newton Campus, 600 N. 2nd Avenue West, Room 210A, Newton, Iowa 50208 on the 11th day of March, 2019, at 4:00 p.m., at which time and place a public hearing shall be held on the plans, specifications, form of contract and estimated costs for the Project, at which hearing all interested individuals shall be given a reasonable opportunity to express their views, orally or in writing, on the plans, specifications, form of contract and estimated costs of the Project.

Section 2. That the Secretary of the Board of Directors of the College is hereby directed to give notice of the time when and place where the hearing will be held, by publication at least once not less than four (4) nor more than twenty (20) calendar days prior to the date fixed for the hearing, in a newspaper published and having a general circulation in Polk County, Iowa. The notice shall be in substantially the following form:

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS,  
SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED  
COSTS FOR THE ANKENY CAMPUS BUILDING 13  
AUTOMOTIVE ADDITION AND RENOVATION PROJECT.

Notice is hereby given that the Board of Directors of the Des Moines Area Community College (the "College") will meet at the Newton Campus, 600 N. 2nd Avenue West, Room 210A, Newton, Iowa 50208, on the 11th day of March, 2019, at 4:00 p.m., at which time and place a hearing will be held on the proposed plans, specifications, form of contract and estimated costs for the Ankeny Campus Building 13 Automotive Addition and Renovation Project (the "Project"), which Project shall consist of construction of a 14,200 square foot addition including new auto labs, classrooms, showrooms and offices and renovation of existing 41,050 square feet of auto labs, classrooms and associated spaces, all at Building 13 at the College's Ankeny Campus, 2006 South Ankeny Boulevard, Ankeny, Iowa. The College is also considering the construction of an additional 10,500 square foot addition containing an additional auto lab and classrooms. At the hearing, any interested person may appear and file objections to the proposed plans, specifications, form of contract, or estimated costs of the Project. After hearing objections, the Board of Directors of the College will, by resolution, enter its decision on the plans, specifications, form of contract, and estimated costs of the Project.

By Order of the Board of Directors of  
Des Moines Area Community College



---

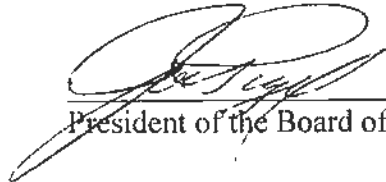
Secretary of the Board of Directors



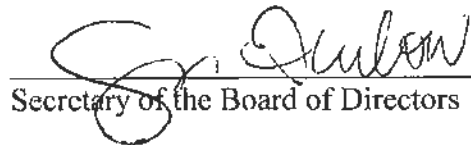
Section 3. That the officers of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 4. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 11th day of February, 2019.

  
\_\_\_\_\_  
President of the Board of Directors

Attest:

  
\_\_\_\_\_  
Secretary of the Board of Directors

STATE OF IOWA                    )  
  ) SS:  
COUNTY OF POLK                )

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 11, 2019, which proceedings remain in full force and effect, have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

Dated this 11th day of February, 2019.

  
\_\_\_\_\_  
Secretary of the Board of Directors of the  
Des Moines Area Community College

Ankeny, Iowa  
February 11, 2019

The Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, met in regular session on the 11th day of February, 2019 at 4:00 p.m. at the DMACC Ankeny Campus, DMACC Commons, Eldon Leonard Board Room, 2006 S. Ankeny Boulevard, Ankeny, Iowa 50023. The meeting was called to order and there were present, either in person or by telephone conference call, the following named Board Members:

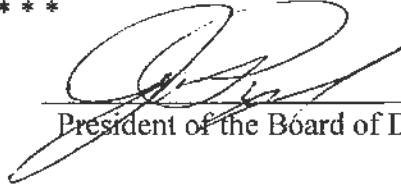
<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Matters were discussed concerning the Ankeny Campus Building 13 Automotive Addition and Renovation Project. Following a discussion of the proposal, there was introduced and caused to be read a resolution entitled "Resolution Setting the Time and Place for Receipt of Bids for the Ankeny Campus Building 13 Automotive Addition and Renovation Project". The resolution was moved and seconded, and after due consideration of said resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:


<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Whereupon, the President declared the resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

\* \* \* \* \*

  
\_\_\_\_\_  
President of the Board of Directors

Attest:

  
\_\_\_\_\_  
Carolyn Farlow, Secretary  
of the Board of Directors

## RESOLUTION

### RESOLUTION SETTING THE TIME AND PLACE FOR RECEIPT OF BIDS FOR THE ANKENY CAMPUS BUILDING 13 AUTOMOTIVE ADDITION AND RENOVATION PROJECT.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa; and

WHEREAS, the College desires to undertake a construction and renovation project consisting of construction of a 14,200 square foot addition including new auto labs, classrooms, showrooms and offices and renovation of existing 41,050 square feet of auto labs, classrooms and associated spaces, all at Building 13 at the College's Ankeny Campus, 2006 South Ankeny Boulevard, Ankeny, Iowa. The College is also considering the construction of an additional 10,500 square foot addition containing an additional auto lab and classrooms; and

WHEREAS, the College desires to obtain competitive bids for the Ankeny Campus Building 13 Automotive Addition and Renovation Project (the "Project"); and

WHEREAS, DLR Group inc. has prepared a Notice to Bidders for the Project in the form attached to this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

Section 1. That sealed proposals for the Project will be received by the Board of Directors of the College at the DMACC Commons, Eldon Leonard Board Room, at the Ankeny Campus of the College, 2006 S. Ankeny Boulevard, in Ankeny, Iowa 50023 on the 5th day of March, 2019, until 2:00 p.m., at which time and place said bids will be publicly opened and read aloud.

Section 2. That the Secretary of the Board of Directors of the College is hereby directed to give notice to bidders of the time when and place for receipt of bids, and of other information as required by Section 26.7 of the Code of Iowa, by publication at least once not less than thirteen (13) and not more than forty-five (45) days before the date for filing bids in a relevant contractor plan room service with statewide circulation, in a relevant construction lead generating service with statewide circulation, and on the College's internet site. The notice shall be in substantially the form prepared by Snyder & Associates, Inc. and attached to this Resolution.

Section 3. That the officers of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 4. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 11th day of February, 2019.

  
\_\_\_\_\_  
President of the Board of Directors

Attest:

  
\_\_\_\_\_  
Secretary of the Board of Directors

STATE OF IOWA                    )  
  ) SS:  
COUNTY OF POLK                )

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 11, 2019, which proceedings remain in full force and effect, have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

Dated this 11th day of February, 2019.

  
\_\_\_\_\_  
Secretary of the Board of Directors of the  
Des Moines Area Community College

SECTION 001113 – NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN: Sealed bids will be received by the Board of Directors for the Des Moines Area Community College at the Eldon Leonard Board Room in Building 22, 2006 South Ankeny Boulevard, Ankeny, Iowa 50021 until 2:00 p.m. local Iowa time, according to the designated clock in the Reception Area, on Tuesday, March 5, 2019 for the Building 13 Automotive Addition & Renovation project. Bids will be publicly opened and read aloud after 2:00 P.M. on said date in said Board Room.

Consideration of the bids received and the award of contracts or other action may be made by the Des Moines Area Community College upon the proposals received in accordance with the law and the plans and specifications at its regular meeting anticipated at 4:00 P.M. on Monday, March 11, 2019, in Room 210A, at the DMACC Newton Campus, 600 N 2<sup>nd</sup> Ave W, Newton, Iowa 50208.

The Project consists of renovation of existing Auto Labs, Classrooms and associated spaces, consisting of approximately forty-one thousand fifty (41,050) square feet of interior renovation work, and an addition of new Auto Labs, Classrooms, Showroom and Offices that is a single story in height and has a gross area of approximately fourteen thousand two hundred (14,200) square feet. Under the alternate bid, the Project includes another single story in height addition for more new Auto Labs and Classrooms which has a gross area of approximately ten thousand five hundred (10,500) square feet. The work includes all General, Mechanical, and Electrical Work.

Work on the Project shall commence as soon as possible after award of the Contract and is currently scheduled for an anticipated substantial completion date of August 21, 2020.

Bids must be a lump sum basis for a single Combined Construction Contract as described in the specifications.

Bidding Documents may be examined after February 12, 2019, at the offices of DLR Group, inc., the Architect-Engineer, 1430 Locust Street, Suite 200, Des Moines, Iowa 50309 on the Web at the Printers On-line Plan Room at [www.actionrepro.com](http://www.actionrepro.com); and at the following exchanges:

Builders Association of Missouri, 720 Oak Street, Kansas City, Missouri 64106 (Electronic Set)  
Builders Exchange of Rochester, 108 Elton Hills Lane NW, Rochester, MN 55901 (Electronic Set)  
CMD Group, 30 Technology Pkwy S., Suite 500, Norcross, GA 30092 (Electronic Set)  
Construct Connect, 28 N. Clark Street, Suite 450, Chicago, IL 60602 (Electronic Set)  
Dodge Data & Analytics, 4300 Beltway Place, Suite 180, Arlington, TX 76018 (Electronic Set)  
Lincoln Builder's Bureau, 5910 S. 58<sup>th</sup> St., Suite C, Lincoln, NE 68516 (Electronic Set)  
Master Builders of Iowa, 221 Park St., Des Moines, IA 50303 (Electronic Set)  
Minnesota Builders Exchange, 1123 Glenwood Ave., Minneapolis, MN 55405 (Electronic Set)  
North Iowa Builders Exchange, 15 W. State St, P. O. Box 1128, Mason City, IA 50401 (Electronic Set)  
Omaha Builders Exchange, 4159 South 94th Street, Omaha, NE 68127 (Electronic Set)  
Plains Builders Exchange, 220 N. Kiwanis Ave, Sioux Falls, SD 57101 (Hard Copy)  
Sioux City Construction League, 3900 Stadium Dr., Sioux City, IA 51106 (Electronic and Printed Set)  
Sioux Falls Builders Exchange, 1418 North C Avenue, Sioux Falls, SD 57104 (Electronic Set)



Bidders may obtain Bidding Documents at the office of the Printer, Action Reprographics, 5037 NE 14<sup>th</sup> Street, Des Moines, Iowa 50313, by calling 515-288-2146 or through their On-line Plan Room from 8:00 AM until 5:00 PM, Monday through Friday, in accord with the Instructions to Bidders, upon depositing the sum of two hundred and fifty dollars (\$250.00) for each set of the documents. Checks shall be made out to DLR Group. The entire deposit will be refunded within fourteen (14) days after the award of the Project upon the return of the Documents, in reusable condition, to Action Reprographics. If shipping is required, there will be a non-refundable fee required for each set shipped. The cost shall be determined by Action Reprographics based on the size of the project. Checks for shipping shall be made out to Action Reprographics.

Members of Associated Builders and Contractors of Iowa may obtain Bidding Documents by use of the non-cash security method adopted by the ABC of Iowa.

Members of Master Builders of Iowa may obtain Bidding Documents by use of the non-cash security method adopted by the Master Builders of Iowa, Inc.

Members of the Omaha Builders Exchange may obtain Bidding Documents by use of the OBE Non-Cash Security Method for Return of Plans and Specs endorsed by the Omaha Builders Exchange.

The Architect-Engineer will hold a Pre-Bid Conference at Des Moines Area Community College, Building 13, 2006 S. Ankeny Boulevard, Ankeny, Iowa, at 10:00 A.M. on Tuesday, February 26, 2019. All Bidders are recommended to attend.

Bids must be submitted on the approved bid form available in the Bidding Documents. No oral, facsimile, electronic or telephonic bids or modifications will be considered.

Each Bidder shall accompany its bid with bid security in a separate, sealed envelope as defined in Iowa Code Section 26.8, as security that the successful Bidder will enter into a Contract for the work bid upon and will furnish within ten (10) days after the award of Contract a corporate Surety Bond, in a form acceptable to the Board of Directors of the Des Moines Area Community College, for the faithful performance of the Contract, in an amount equal to one hundred percent (100%) of the amount of the Contract. The Bidder's security shall be in an amount equal to five percent (5%) of the amount of the bid and shall be in the form of a cashier's check or a certified check drawn on an FDIC insured bank in Iowa or on an FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a Bid Bond on the form provided in the Contract Documents with corporate Surety satisfactory to the Board of Directors of Des Moines Area Community College. The bid shall contain no condition except as provided in the specifications. Bid security shall be made payable to Des Moines Area Community College.

Should the successful bidder fail or neglect to furnish satisfactory performance/payment bonds, refuse to enter into a Contract on the basis of the bid, or fail to meet the requirements of this Notice and the specifications regulating the award, the bidder's security may be retained as liquidated damages. No bidder may withdraw its bid for a period of forty-five (45) calendar days after the date and hour set for opening of bids.

The Board of Directors may make the contract award to the lowest responsive, responsible bidder meeting specifications. The right is reserved to reject any or all bids, or any part thereof, and to waive informalities as allowed by law, and to enter into such contract or contracts as shall be deemed in the best interests of Des Moines Area Community College.

DES MOINES AREA COMMUNITY COLLEGE  
BUILDING 13 AUTOMOTIVE ADDITION & RENOVATION  
ANKENY, IOWA

11-17101-00  
BID SET

Minority and Targeted Small Business participation is encouraged. Bidders shall make a good faith documented effort to encourage the participation of Certified Iowa Targeted Small Business in accordance with the Code of Iowa.

By virtue of statutory authority, a preference will be given to products and provisions grown and/or produced within the State of Iowa.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

All bids will be governed by applicable provisions in the Iowa Code and Des Moines Area Community College Board Policies.

Secretary  
Board of Directors  
Des Moines Area Community College  
Ankeny, Iowa

END OF DOCUMENT 011113

Ankeny, Iowa  
February 11, 2019

The Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, met in regular session on the 11th day of February, 2019 at 4:00 p.m. at the DMACC Ankeny Campus, DMACC Commons, Eldon Leonard Board Room, 2006 S. Ankeny Boulevard, Ankeny, Iowa 50023. The meeting was called to order and there were present, either in person or by telephone conference call, the following named Board Members:

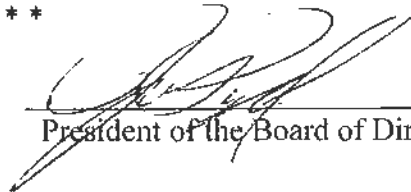
<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Matters were discussed concerning the Urban Campus Student Life Building Construction and Building 1 Renovation Project. Following a discussion of the proposal, there was introduced and caused to be read a resolution entitled "Resolution Setting the Time and Place of a Public Hearing on the Proposed Plans, Specifications, Form of Contract and Estimated Costs for the Urban Campus Student Life Building Construction and Building 1 Renovation Project". The resolution was moved and seconded, and after due consideration of said resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:


<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Whereupon, the President declared the resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

\* \* \* \* \*

  
\_\_\_\_\_  
President of the Board of Directors

Attest:

  
\_\_\_\_\_  
Carolyn Farlow, Secretary  
of the Board of Directors

## RESOLUTION

### RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC HEARING ON THE PROPOSED PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE URBAN CAMPUS STUDENT LIFE BUILDING CONSTRUCTION AND BUILDING 1 RENOVATION PROJECT.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa; and

WHEREAS, the College desires to undertake a construction and renovation project consisting of (a) construction of a new 59,950 square foot Student Life Building, which building shall include a single-story wing with student lounge space and a conference center, and a three-story wing containing student services offices, classrooms and science labs, and (b) renovation of Building 1 including renovation of a 14,500 square foot portion of the first floor media center and academic achievement center, and installation of an automatic fire sprinkler system, all at the College's Urban Campus located at 1100 7th Street, Des Moines, Iowa; and

WHEREAS, Shive-Hattery Engineers and Architects, Inc. has prepared plans, specifications, a form of contract and estimated costs of the Urban Campus Student Life Building Construction and Building 1 Renovation Project (the "Project"); and

WHEREAS, before said plans, specifications, form of contract and estimated costs of the Project may be approved, it is necessary to hold a public hearing on such plans, specifications, form of contract and estimated costs pursuant to Section 26.12 of the Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

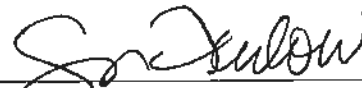
Section 1. That the Board of Directors of the College meet at the Newton Campus, 600 N. 2nd Avenue West, Room 210A, Newton, Iowa 50208 on the 11th day of March, 2019, at 4:00 p.m., at which time and place a public hearing shall be held on the plans, specifications, form of contract and estimated costs for the Project, at which hearing all interested individuals shall be given a reasonable opportunity to express their views, orally or in writing, on the plans, specifications, form of contract and estimated costs of the Project.

Section 2. That the Secretary of the Board of Directors of the College is hereby directed to give notice of the time when and place where the hearing will be held, by publication at least once not less than four (4) nor more than twenty (20) calendar days prior to the date fixed for the hearing, in a newspaper published and having a general circulation in Polk County, Iowa. The notice shall be in substantially the following form:

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS,  
SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED  
COSTS FOR THE URBAN CAMPUS STUDENT LIFE  
BUILDING CONSTRUCTION AND BUILDING 1  
RENOVATION PROJECT.

Notice is hereby given that the Board of Directors of the Des Moines Area Community College (the "College") will meet at the Newton Campus, 600 N. 2nd Avenue West, Room 210A, Newton, Iowa 50208, on the 11th day of March, 2019, at 4:00 p.m., at which time and place a hearing will be held on the proposed plans, specifications, form of contract and estimated costs for the Urban Campus Student Life Building construction and Building 1 renovation Project (the "Project"), which Project shall consist of (a) construction of a new 59,950 square foot Student Life Building, which building shall include a single-story wing with student lounge space and a conference center, and a three-story wing containing student services offices, classrooms and science labs, and (b) renovation of Building 1 including renovation of a 14,500 square foot portion of the first floor media center and academic achievement center, and installation of an automatic fire sprinkler system, all at the College's Urban Campus located at 1100 7th Street, Des Moines, Iowa. At the hearing, any interested person may appear and file objections to the proposed plans, specifications, form of contract, or estimated costs of the Project. After hearing objections, the Board of Directors of the College will, by resolution, enter its decision on the plans, specifications, form of contract, and estimated costs of the Project.

By Order of the Board of Directors of  
Des Moines Area Community College



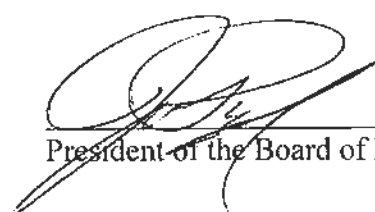
---

Secretary of the Board of Directors

Section 3. That the officers of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 4. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 11th day of February, 2019.

  
\_\_\_\_\_  
President of the Board of Directors

Attest:

  
\_\_\_\_\_  
Secretary of the Board of Directors

STATE OF IOWA                    )  
  ) SS:  
COUNTY OF POLK                )

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshick, Shelby, Story and Warren, State of Iowa, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 11, 2019, which proceedings remain in full force and effect, have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

Dated this 11th day of February, 2019.

  
\_\_\_\_\_  
Secretary of the Board of Directors of the  
Des Moines Area Community College



Ankeny, Iowa  
February 11, 2019

The Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, met in regular session on the 11th day of February, 2019 at 4:00 p.m. at the DMACC Ankeny Campus, DMACC Commons, Eldon Leonard Board Room, 2006 S. Ankeny Boulevard, Ankeny, Iowa 50023. The meeting was called to order and there were present, either in person or by telephone conference call, the following named Board Members:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Matters were discussed concerning the Urban Campus Student Life Building Construction and Building 1 Renovation Project. Following a discussion of the proposal, there was introduced and caused to be read a resolution entitled "Resolution Setting the Time and Place for Receipt of Bids for the Urban Campus Student Life Building Construction and Building 1 Renovation Project". The resolution was moved and seconded, and after due consideration of said resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

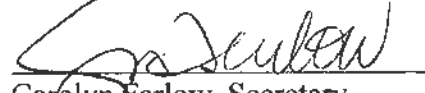
<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Whereupon, the President declared the resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

\* \* \* \* \*

  
\_\_\_\_\_  
President of the Board of Directors

Attest:

  
\_\_\_\_\_  
Carolyn Farlow, Secretary  
of the Board of Directors

## RESOLUTION

### RESOLUTION SETTING THE TIME AND PLACE FOR RECEIPT OF BIDS FOR THE URBAN CAMPUS STUDENT LIFE BUILDING CONSTRUCTION AND BUILDING 1 RENOVATION PROJECT.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa; and

WHEREAS, the College desires to undertake a construction and renovation project consisting of (a) construction of a new 59,950 square foot Student Life Building, which building shall include a single-story wing with student lounge space and a conference center, and a three-story wing containing student services offices, classrooms and science labs, and (b) renovation of Building 1 including renovation of a 14,500 square foot portion of the first floor media center and academic achievement center, and installation of an automatic fire sprinkler system, all at the College's Urban Campus located at 1100 7th Street, Des Moines, Iowa; and

WHEREAS, the College desires to obtain competitive bids for the Urban Campus Student Life Building Construction and Building 1 Renovation Project (the "Project"); and

WHEREAS, Shive-Hattery Engineers and Architects, Inc. has prepared a Notice to Bidders for the Project in the form attached to this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

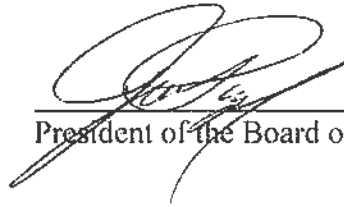
Section 1. That sealed proposals for the Project will be received by the Board of Directors of the College at the DMACC Commons, Eldon Leonard Board Room, at the Ankeny Campus of the College, 2006 S. Ankeny Boulevard, in Ankeny, Iowa 50023 on the 28th day of February, 2019, until 2:00 p.m., at which time and place said bids will be publicly opened and read aloud.

Section 2. That the Secretary of the Board of Directors of the College is hereby directed to give notice to bidders of the time when and place for receipt of bids, and of other information as required by Section 26.7 of the Code of Iowa, by publication at least once not less than thirteen (13) and not more than forty-five (45) days before the date for filing bids in a relevant contractor plan room service with statewide circulation, in a relevant construction lead generating service with statewide circulation, and on the College's internet site. The notice shall be in substantially the form prepared by Snyder & Associates, Inc. and attached to this Resolution.

Section 3. That the officers of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 4. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 11th day of February, 2019.



---

President of the Board of Directors

Attest:



---

Secretary of the Board of Directors

STATE OF IOWA                    )  
  ) SS:  
COUNTY OF POLK                )

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 11, 2019, which proceedings remain in full force and effect, have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

Dated this 11th day of February, 2019.

  
\_\_\_\_\_  
Secretary of the Board of Directors of the  
Des Moines Area Community College

**SECTION 00 1113  
ADVERTISEMENT FOR BIDS**

**PROJECT:**

**DES MOINES AREA COMMUNITY COLLEGE (DMACC) URBAN CAMPUS  
STUDENT LIFE BUILDING AND BUILDING 1 RENOVATION**

**OWNER:**

Des Moines Area Community College, Ankeny Campus  
2006 South Ankeny Boulevard  
Ankeny, Iowa 50021

**OWNER REPRESENTATIVE:** Joe Baxter, Director, Physical Plan / Construction Services

DMACC Ankeny Campus  
2006 South Ankeny Boulevard  
Ankeny, Iowa 50021

**ARCHITECT/ENGINEER:**

Shive-Hattery, Inc.  
4125 Westown Pkwy, Suite 100  
West Des Moines, IA 50266

**BID DOCUMENTS ISSUED: February 13, 2019**

**NON MANDATORY PREBID MEETING:** February 20<sup>th</sup> 2019 2:00PM

Building 1 UC01 124/126  
Des Moines Area Community College, Urban Campus  
1100 7<sup>th</sup> Street, Des Moines, IA 50314

**ADDENDUM QUESTIONS, AND SUBSTITUTIONS DEADLINE:** February 21<sup>st</sup> 2019 4:00 PM

**ADDENDUM ISSUED:** February 22<sup>nd</sup> 2019

**BIDS DUE: February 28<sup>th</sup> 2019 2:00 PM**

Commons Eldon Leonard Board Room  
DMACC Ankeny Campus  
2006 South Ankeny Boulevard  
Ankeny, Iowa 50021

**PUBLIC HEARING:** March 11<sup>th</sup> 2019 4:00 PM

DMACC Newton Campus  
ROOM 201A  
600 N 2<sup>nd</sup> Ave. W  
Newton, Iowa 50208

**DMACC URBAN CAMPUS  
STUDENT LIFE BUILDING AND  
BUILDING 1 RENOVATION  
Project # 417588-0**

**ADVERTISEMENT FOR BIDS**

**Issued for Bid  
02-13-2019**

**00 1113-1**

**DMACC URBAN CAMPUS STUDENT LIFE  
BUILDING AND BUILDING 1 RENOVATION  
Project # 417588-0**

---

**ESTIMATED PROJECT SCHEDULE:**

- Phase 1:** New Student Life Building **Start of Construction April 1<sup>st</sup> 2019 – Substantially Complete October 31, 2020.** Move in December 2020 – January 2021.
- Phase 2:** New Sprinkler System and associated fire alarms upgrades Building 1 February 1<sup>st</sup> 2020 – **Substantially Complete July 31 2020** Areas of Building 1 will be in operation during construction.
- Phase 3:** Building 1 Renovation, Exterior Site work for Pedestrian Mall - January 1<sup>st</sup> 2021 – **Substantially Complete by Thursday July 19<sup>th</sup> 2021.** Areas of building 1, and areas of site related access with be in operation during construction.

It is expected that phasing, and schedule overlap between areas of work will be discussed and negotiated with DMACC during all portions of the construction. See Sheet G006 for phasing and site use diagrams. **All work must be complete by July 31<sup>st</sup> 2021.**

**TO: POTENTIAL BIDDERS**

Sealed bids will be opened and publicly read after 2:00pm at the Commons Eldon Leonard Board Room, DMACC Ankeny Campus, 2006 South Ankeny Blvd, Ankeny Iowa 50021.

**BIDS DUE: February 28<sup>th</sup> 2019 2:00 PM**

Commons Eldon Leonard Board Room  
DMACC Ankeny Campus  
2006 South Ankeny Boulevard  
Ankeny, Iowa 50021

The project consists of three major components each with its own phasing requirements.

**Phase 1** is the construction of the 3 story Student Life Building. The new building consists of a variety of spaces including school administration, admissions, counseling, and business office for student support on the first floor. The remaining floors of the West wing consists of science classrooms, and conference spaces. The East wing prioritizes student life "hang out" collaboration areas.

**Phase 2** is the installation of a new fire suppression system for existing Building 1 (adjacent to the New Student Life Building). This installation including retrofitting all areas of Building 1, not just areas required for Phase 3. The owner will move into the New Student life building after completion of Phase 1 which will leave many areas of Building 1 occupant free; however the owner will occupy portions of the building through all phases of the project.

**Phase 3** is the renovation of a portion of Building 1 ground floor for a new Media Center and Academic Achievement Center. The owner will move into the New Student life building after completion of Phase 1 which will leave many areas of Building 1 occupant free; however the owner will occupy portions of the building through all phases of the project. The remaining site work for the central pedestrian mall with be completed during this phase.

Bidding documents may be examined online at:

Action Reprographics, [actionrepro.com](http://actionrepro.com), 5037 NE 14th Street, Des Moines, IA

Construction Update Plan Room [isqft.com](http://isqft.com), 221 Park Street, Des Moines, IA 50309



**DMACC URBAN CAMPUS STUDENT LIFE  
BUILDING AND BUILDING 1 RENOVATION  
Project # 417588-0**

---

North Iowa Builders Exchange [buildingnorthiowa.com](http://buildingnorthiowa.com), 9 North Federal Avenue, Mason City, IA 50401

Copies of the Bidding documents may be obtained by Bidders and Subbidders at Action Reprographics, 5037 NE 14th Street, Des Moines, IA, [www.actionrepro.com](http://www.actionrepro.com), 515-288-2146, in accordance with the Instructions to Bidders upon depositing the sum of ten dollars (\$100) for each set of documents. A Master Builders card may be presented in place of a deposit. The deposit will be refunded in full upon return of the documents in good condition within ten days after receipt of bids.

Each Bidder shall accompany the Bid with a Bid security, in a separate envelope, as security that the successful bidder will enter into a contract for the work bid upon and will furnish after the award of the contract corporate surety bond or bonds, acceptable to the Owner, for the faithful performance of the contract, in an amount equivalent to one hundred percent of the amount of the contract. The bidder's security shall be in an amount equivalent to 5% of the bid amount, and shall be in the form of a cashier's or certified check drawn on a bank in Iowa or a bank chartered under the laws of the United States of America, or a certified bank share draft drawn on a credit union in Iowa or chartered under the laws of the United States of America or a bid bond with corporate surety satisfactory to the Owner. The bid security will be held by the Owner until a contract is fully executed and bonds are approved by the Owner.

All Bidders are required to provide a statement regarding their residency status as required by 875 Iowa Administrative Code Chapter 156.

Contractors using "materials, supplies, and equipment" on projects in designated "exempt entities" may purchase these items without liability for the sales tax. The contractor must have a purchasing agent authorization letter and an exemption certificate from the public entity to present to the retailer, which specifies the construction project and will be available for that project only.

Owner will issue an authorization letter and an exemption certificate to the contractor and/or subcontractors for the purchase or use of building materials, supplies, and equipment to be used on this project only. DO NOT include sales tax on your bid form.

No bid may be withdrawn for a period of 30 days after the date of the scheduled closing time for the receipt of bids.

Bidders shall be prepared to submit a performance bond and payment bond conditioned on the faithful performance of the contract. Out-of-state bidders shall be prepared to submit an Out-of-State Contractor Bond to the Iowa Division of Labor in accordance with Chapter 91C of the Code of Iowa.

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa labor to the extent lawfully required under Iowa law.

It is the intent of the Owner to award a contract to the lowest responsible, responsive bidder provided the bid has been submitted in accordance with the bidding requirements. The Owner reserves the right to waive informalities or irregularities. The Owner reserves the right to reject any or all bids.

Published by order of the Board of Directors of the Des Moines Area Community College.

By: \_\_\_\_\_

Title: \_\_\_\_\_

**END OF SECTION**

Issued for Bid  
02-13-2019

**ADVERTISEMENT FOR BIDS  
00 1113-3**

Ankeny, Iowa  
February 11, 2019

The Board of Directors of the Des Moines Area Community College met in regular session on the 11th day of February, 2019, at 4:00 p.m., at the DMACC Commons Building on the campus of the College in Ankeny, Iowa. The meeting was called to order and there were present the following named Board Members:

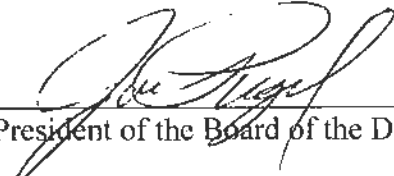
<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input type="checkbox"/>

Matters were discussed concerning a Workforce Training and Economic Development Training Contract between the College and Creative Werks, Inc. Following a discussion of the proposal by the Board, there was introduced and caused to be read a resolution entitled, "A Resolution Approving the Form and Content and Execution and Delivery of a Workforce Training and Economic Development Training Contract between the College and Creative Werks, Inc." The resolution was moved and seconded as follows, and after due consideration of the resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

\* \* \* \* \*

  
\_\_\_\_\_  
President of the Board of the Directors

Attest:

  
\_\_\_\_\_  
Secretary of the Board of Directors

## **RESOLUTION**

### **A RESOLUTION APPROVING THE FORM AND CONTENT AND EXECUTION AND DELIVERY OF A WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT TRAINING CONTRACT BETWEEN THE COLLEGE AND CREATIVE WERKS, INC.**

**WHEREAS**, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa (the "State"), and is authorized and empowered by Chapter 260C of the Code of Iowa, as amended (hereinafter referred to as the "Act"), to provide job training paid for from the Workforce Training and Economic Development Fund (the "Fund") established under Section 260C.18A; and

**WHEREAS**, the College has undertaken negotiations with respect to a jobs training program with Creative Werks, Inc. (the "Company"), pursuant to the provisions of the Act for the purpose of establishing a jobs training program (hereinafter referred to as the "Project") to train workers at the Company at its facilities located in the merged area served by the College, which Project will be beneficial to the Company and the College; and

**WHEREAS**, the College has allocated funds in the Fund in order to provide training and intends to use a portion of such funds to pay all or a portion of the costs of the Project, including necessary expenses incidental thereto, in the amount of \$14,296; and

**WHEREAS**, the Company has represented that the Project meets the criteria established by the Act and the Iowa Economic Development Authority for funding; and

**WHEREAS**, a Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit "A" attached hereto, has been negotiated by the College under the terms of which the College agrees, subject to the provisions of such Contract, to provide the Project for the Company;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:**

Section 1. That the Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit "A" attached hereto, be and the same is hereby approved and the President of the Board of Directors is hereby authorized to execute said Workforce Training and Economic Development Training Contract, and the Secretary of the Board of Directors is hereby authorized to attest the same, said Workforce Training and Economic Development Training Contract, which constitutes and is hereby made a part of this Resolution, to be in substantially the form, text and containing the provisions set forth in Exhibit "A" attached hereto with such changes therein as the officers executing such Workforce Training and Economic Development Training Contract shall approve, such approval to be conclusively evidenced by the execution thereof.

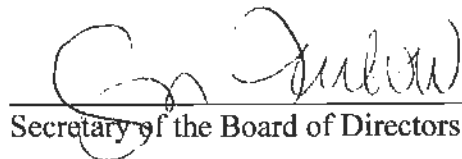
Section 2. That officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 3. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 11th day of February, 2019.

  
\_\_\_\_\_  
President of the Board of Directors

ATTEST:

  
\_\_\_\_\_  
Secretary of the Board of Directors

STATE OF IOWA                    )  
  ) ss  
COUNTY OF POLK                )

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 11, 2019, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board of Directors and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board of Directors (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board of Directors and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board of Directors vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand hereto affixed this 11th day of February, 2019.

  
\_\_\_\_\_  
Secretary of the Board of Directors

# **WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT (WTED) TRAINING CONTRACT**

This WTED TRAINING CONTRACT (the "Contract"), effective as of \_\_\_\_\_  
between Des Moines Area Community College, Ankeny, Iowa, (the "Community College" and its location),  
and Creative Werks, Des Moines, Iowa, (the "Business" and its location), is entered into  
under the following circumstances:

- A. Pursuant to Chapter 260C.18A (the "Act"), the Community College enters into this Contract with the Business for purposes of establishing a training program to educate and train certain persons with the the Business.
- B. The Community College and the Business each have full right and lawful authority to enter into this Contract and to perform and monitor the provisions of this Contract as they apply respectively to the Community College and the Business.

NOW, THEREFORE, in consideration of the premises and the mutual representations and agreements herein contained, the parties agree as follows:

## **ARTICLE I REPRESENTATIONS**

Section 1.1. Representations of the Community College. The Community College represents and covenants that:

- (A) It is duly organized and validly existing under the laws of the State of Iowa;
- (B) It is not in violation of or in conflict with any provisions of the laws of the State, which would impair its ability to carry out its obligations hereunder;
- (C) It is empowered to enter into the transactions contemplated by this Contract; and
- (D) It will do all things in its power required to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

Section 1.2. Representations and Covenants of the Business. The Business represents and covenants that:

- (A) It is a business duly qualified to do business in Iowa;
- (B) It has full power to execute, deliver, and perform this Contract and all other instruments given by the Business to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery, and performance are not in contravention of law or the Business's articles of incorporation, by-laws or any indenture, agreement, mortgage, lease, undertaking, or any other restriction, obligation or instrument to which the Business is a party or by which it is bound. This Contract has by proper action been duly authorized, executed, and delivered by the Business and all steps necessary have been taken to constitute this Contract as a valid and binding obligation of the Business.

### **ARTICLE III PAYMENT AND SECURITY**

Section 3.1. The Community College shall create a fund to deposit monies awarded to the Project.

Section 3.2. The Business and the Community College agree that the project award, in the amount of \$14,296 (the "Project Award") is issued by DMACC as a forgivable loan and shall not be required to be repaid by the Business unless an event of default has occurred. Events of default and associated penalties are specified in Article VI of this Contract. The Community College shall determine whether an event of default has occurred.

### **ARTICLE IV CONTRACT MODIFICATION**

Section 4.1. Business shall not modify any provision of this Contract without the prior written approval of the Community College.

Section 4.2. The Community College, with the written consent of the Business, has the authority to modify all provisions of this Contract **except** modifications which result in a reduction of the number of employees to be trained or which significantly change the training program. The Community College is authorized to change the ending dates of the training project, training provider, or other minor modifications to the training program.

Section 4.3. Modifications which result in a reduction of the number of employees to be trained or change the training program content must be approved in writing by the Community College, and the Business.

Section 4.4. This Contract shall not be modified in any way that would result in a violation of the "Act".

### **ARTICLE V EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION REQUIREMENTS**

Section 5.1. The Business shall comply with all federal, state, and local laws, rules, and executive orders, to insure that no applicant for employment or employee is discriminated against because of race, religion, color, age, sex, national origin, or disability.

Section 5.2. The Business shall provide state or federal agencies with appropriate reports as required to insure compliance with equal employment opportunity laws and regulations.

Section 5.3. The Business shall insure, to the maximum extent possible, that all authorized subcontractors comply with provisions of this section.



## **ARTICLE VI EVENTS OF DEFAULT**

Section 6.1. Events of Default. Each of the following shall be an "event of default":

- (A) The Business fails to complete the training project within the agreed period of time as specified in this Contract. In such case, the Business shall be required to repay 20 percent of total project funds expended by the community college and the business.
- (B) The Business fails to train the agreed number of employees as specified in this Contract. In such case, the Business shall be required to repay a proportionate amount of total project funds expended by the community college and the Business. The proportion shall be based on the number of employees not trained compared to the number of employees to have been trained.
- (C) If both (A) and (B) occur, both repayment provisions shall apply.
- (D) The Business fails to comply with any other requirements contained in this Contract. The Business shall be sent written notice by the Community College, which specifies the issue(s) of noncompliance and shall be allowed 20 days from the date notice is sent to effect a cure. If noncompliance is of such a nature that a cure cannot be reasonably accomplished within 20 days, the Community College has the discretion to extend the period of cure to a maximum of 60 days.
- (E) The Business ceases or announces the cessation of operations at the project site prior to completion of the training program.
- (F) The Business directly or indirectly makes any false or misleading representations or warranties in the program application or training agreement, reports, or any other documents, which are provided, to the Community College.
- (G) The Business acts in any manner contrary to, or fails to act in accordance with any provision of this Contract.
- (H) Business takes corporate action to effect any of the preceding conditions of default.

Section 6.2. Whenever an event of default has occurred, further training or payments to the Business shall be suspended.

Section 6.3. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (A-C), the Business shall immediately pay to the Community College the amount of penalty determined by the Community College. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

Section 6.4. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (D-H), the Business shall immediately pay to the Community College the amount expended by the Business and the Community College from the Project Award. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

Section 6.5. Whenever an event of default has occurred and is continuing, the Community College may take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due or to enforce performance and observance of any other obligation or agreement of the Business under this Contract.

Section 6.6. No remedy conferred upon or reserved to the Community College by this Contract is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Community College to exercise any remedy reserved to it in this Article, it shall not be necessary to give any notice, other than such notice as may be expressly required herein.

Section 6.7. In the event any agreement contained in this Contract should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 6.8. Whenever an event of default has occurred and is unresolved, the Community College may engage a collection agency for appropriate collection action.

## **ARTICLE VII MISCELLANEOUS**

Section 7.1. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate address as follows:

Community College:	<u>Des Moines Area Community College</u>
	<u>2006 South Ankeny Boulevard</u>
	<u>Ankeny, IA 50023</u>
Business:	<u>Creative Werks</u>
	<u>1434 E. Fleming Avenue</u>
	<u>Des Moines, IA 50313</u>

The Business and the Community College may, by notice given hereunder, designate any further or different addresses to which subsequent notices, requests or other communications shall be sent.

Section 7.2. All covenants, stipulations, obligations and agreements of the Community College contained in this Contract shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of the Community College or the Board of Directors other than in his official capacity, and neither the members of the Board of Directors nor any official executing this Contract shall be liable personally or be subject to any personal liability or accountability by reason of the covenants, stipulations, obligations or agreements of the Community College contained in this Contract.

Section 7.3. This Contract shall benefit of and be binding in accordance with its terms upon the Community College, the Business and their respective permitted successors and assigns. This Contract may not be assigned by the Business without the express written consent of the Community College and may not be assigned by the Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

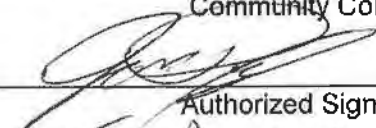
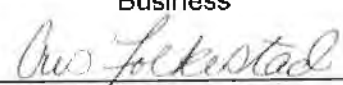
Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

Section 7.4. This Contract may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Section 7.5. If any provision of this Contract, or any covenant, stipulation, obligation, agreement, act, or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein. Nor shall illegality of any application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act, or action, or part thereof shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 7.6. This Contract shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the Community College and the Business have caused this Contract to be duly executed all as of the date hereinabove written.

Des Moines Area Community College	Creative Werks
Community College	Business
	
Authorized Signature	Authorized Signature
Joe Pugh, Board President	Cris Folkestad, Vice President
Type Name and Title	Type Name and Title
	crisf@creativewerksinc.com
	Email Address
2008 South Ankeny Blvd.	1434 E. Fleming Ave.
Ankeny, IA 50023	Des Moines, IA 50313
Address	Address
2-11-19	1-16-19
Date	Date

## Training Plan and Budget For Creative Werks WTED Project 7

The following Training Plan reflects the expected training activities for Creative Werks. The company will participate in some, if not all, of the following activities.

The company will document the names and social security numbers of the employees who receive training, and will keep track of specific training received by each employee. All records of training documentation to support the expenditures will be kept according to the categories shown below. They will be submitted for reimbursement as the training progresses. This training plan has been designed by Creative Werks staff with assistance from a DMACC Training Consultant. The Training Plan and Budget are as follows.

	Cost	WTED Cost
<b>I. Job Skill Training</b>		
<b>II. Management/Supervisory Skills</b>	<b>\$16,800</b>	<b>\$11,776</b>
12 months coaching to create a Performance Driven Company Culture		
- 6-8 hours coaching per month for employees per their individual needs and the needs of the company		
<b>III. Materials and Supplies</b>		
<b>IV. Administrative Costs</b>	<b>\$ 2,520</b>	<b>\$2,520</b>
DMACC will help the company monitor the activity for the duration of the contract to assure that the training objectives are met.		
<b>Total</b>	<b>\$19,320</b>	<b>\$14,296</b>

The training began \_11/1/18\_ with completion anticipated by \_10/30/19\_. Upon receipt of proper documentation and reimbursement to all providers of training and training that meets guidelines of WTED, DMACC and this training plan will be made on an applied for basis.

The company will train at least \_8\_ unduplicated employees and will show, at the completion of the contract, \$5,024 in cash match. This match will be linked to the training as outlined in this plan.

Ankeny, Iowa  
February 11, 2019

The Board of Directors of the Des Moines Area Community College met in regular session on the 11th day of February, 2019, at 4:00 p.m., at the DMACC Commons Building on the campus of the College in Ankeny, Iowa. The meeting was called to order and there were present the following named Board Members:

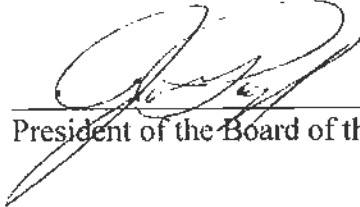
<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Matters were discussed concerning a Workforce Training and Economic Development Training Contract between the College and Farmers Mutual Hail Insurance Company of Iowa. Following a discussion of the proposal by the Board, there was introduced and caused to be read a resolution entitled, "A Resolution Approving the Form and Content and Execution and Delivery of a Workforce Training and Economic Development Training Contract between the College and Farmers Mutual Hail Insurance Company of Iowa." The resolution was moved and seconded as follows, and after due consideration of the resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

\* \* \* \* \*

  
\_\_\_\_\_  
President of the Board of the Directors

Attest:

  
\_\_\_\_\_  
Secretary of the Board of Directors

## **RESOLUTION**

### **A RESOLUTION APPROVING THE FORM AND CONTENT AND EXECUTION AND DELIVERY OF A WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT TRAINING CONTRACT BETWEEN THE COLLEGE AND FARMERS MUTUAL HAIL INSURANCE COMPANY OF IOWA.**

**WHEREAS**, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa (the "State"), and is authorized and empowered by Chapter 260C of the Code of Iowa, as amended (hereinafter referred to as the "Act"), to provide job training paid for from the Workforce Training and Economic Development Fund (the "Fund") established under Section 260C.18A; and

**WHEREAS**, the College has undertaken negotiations with respect to a jobs training program with Farmers Mutual Hail Insurance Company of Iowa (the "Company"), pursuant to the provisions of the Act for the purpose of establishing a jobs training program (hereinafter referred to as the "Project") to train workers at the Company at its facilities located in the merged area served by the College, which Project will be beneficial to the Company and the College; and

**WHEREAS**, the College has allocated funds in the Fund in order to provide training and intends to use a portion of such funds to pay all or a portion of the costs of the Project, including necessary expenses incidental thereto, in the amount of \$7,750; and

**WHEREAS**, the Company has represented that the Project meets the criteria established by the Act and the Iowa Economic Development Authority for funding; and

**WHEREAS**, a Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit "A" attached hereto, has been negotiated by the College under the terms of which the College agrees, subject to the provisions of such Contract, to provide the Project for the Company;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:**

Section 1. That the Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit "A" attached hereto, be and the same is hereby approved and the President of the Board of Directors is hereby authorized to execute said Workforce Training and Economic Development Training Contract, and the Secretary of the Board of Directors is hereby authorized to attest the same, said Workforce Training and Economic Development Training Contract, which constitutes and is hereby made a part of this Resolution, to be in substantially the form, text and containing the provisions set forth in Exhibit "A" attached hereto with such changes therein as the officers executing such Workforce Training and Economic Development Training Contract shall approve, such approval to be conclusively evidenced by the execution thereof.

Section 2. That officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 3. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 11th day of February, 2019.

  
\_\_\_\_\_  
President of the Board of Directors

ATTEST:

  
\_\_\_\_\_  
Secretary of the Board of Directors



STATE OF IOWA                    )  
  ) ss  
COUNTY OF POLK                )

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 11, 2019, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board of Directors and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board of Directors (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board of Directors and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board of Directors vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand hereto affixed this 11th day of February, 2019.

  
\_\_\_\_\_  
Secretary of the Board of Directors

# WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT (WTED) TRAINING CONTRACT

This WTED TRAINING CONTRACT (the "Contract"), effective as of \_\_\_\_\_  
between Des Moines Area Community College, Ankeny, Iowa, (the "Community College" and its location),  
and Farmers Mutual Hail Insurance Company of Iowa, West Des Moines, (the "Business" and  
its location), is entered into under the following circumstances:

- A. Pursuant to Chapter 260C.18A (the "Act"), the Community College enters into this Contract with the Business for purposes of establishing a training program to educate and train certain persons with the Business.
- B. The Community College and the Business each have full right and lawful authority to enter into this Contract and to perform and monitor the provisions of this Contract as they apply respectively to the Community College and the Business.

NOW, THEREFORE, in consideration of the premises and the mutual representations and agreements herein contained, the parties agree as follows:

## ARTICLE I REPRESENTATIONS

Section 1.1. Representations of the Community College. The Community College represents and covenants that:

- (A) It is duly organized and validly existing under the laws of the State of Iowa;
- (B) It is not in violation of or in conflict with any provisions of the laws of the State, which would impair its ability to carry out its obligations hereunder;
- (C) It is empowered to enter into the transactions contemplated by this Contract; and
- (D) It will do all things in its power required to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

Section 1.2. Representations and Covenants of the Business. The Business represents and covenants that:

- (A) It is a business duly qualified to do business in Iowa;
- (B) It has full power to execute, deliver, and perform this Contract and all other instruments given by the Business to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery, and performance are not in contravention of law or the Business's articles of incorporation, by-laws or any indenture, agreement, mortgage, lease, undertaking, or any other restriction, obligation or instrument to which the Business is a party or by which it is bound. This Contract has by proper action been duly authorized, executed, and delivered by the Business and all steps necessary have been taken to constitute this Contract as a valid and binding obligation of the Business.

### **ARTICLE III PAYMENT AND SECURITY**

Section 3.1. The Community College shall create a fund to deposit monies awarded to the Project.

Section 3.2. The Business and the Community College agree that the project award, in the amount of \$7,750.00, (the "Project Award") is issued by DMACC as a forgivable loan and shall not be required to be repaid by the Business unless an event of default has occurred. Events of default and associated penalties are specified in Article VI of this Contract. The Community College shall determine whether an event of default has occurred.

### **ARTICLE IV CONTRACT MODIFICATION**

Section 4.1. Business shall not modify any provision of this Contract without the prior written approval of the Community College.

Section 4.2. The Community College, with the written consent of the Business, has the authority to modify all provisions of this Contract **except** modifications which result in a reduction of the number of employees to be trained or which significantly change the training program. The Community College is authorized to change the ending dates of the training project, training provider, or other minor modifications to the training program.

Section 4.3. Modifications which result in a reduction of the number of employees to be trained or change the training program content must be approved in writing by the Community College, and the Business.

Section 4.4. This Contract shall not be modified in any way that would result in a violation of the "Act".

### **ARTICLE V EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION REQUIREMENTS**

Section 5.1. The Business shall comply with all federal, state, and local laws, rules, and executive orders, to insure that no applicant for employment or employee is discriminated against because of race, religion, color, age, sex, national origin, or disability.

Section 5.2. The Business shall provide state or federal agencies with appropriate reports as required to insure compliance with equal employment opportunity laws and regulations.

Section 5.3. The Business shall insure, to the maximum extent possible, that all authorized subcontractors comply with provisions of this section.

## **ARTICLE VI EVENTS OF DEFAULT**

Section 6.1. Events of Default. Each of the following shall be an "event of default":

- (A) The Business fails to complete the training project within the agreed period of time as specified in this Contract. In such case, the Business shall be required to repay 20 percent of total project funds expended by the community college and the business.
- (B) The Business fails to train the agreed number of employees as specified in this Contract. In such case, the Business shall be required to repay a proportionate amount of total project funds expended by the community college and the Business. The proportion shall be based on the number of employees not trained compared to the number of employees to have been trained.
- (C) If both (A) and (B) occur, both repayment provisions shall apply.
- (D) The Business fails to comply with any other requirements contained in this Contract. The Business shall be sent written notice by the Community College, which specifies the issue(s) of noncompliance and shall be allowed 20 days from the date notice is sent to effect a cure. If noncompliance is of such a nature that a cure cannot be reasonably accomplished within 20 days, the Community College has the discretion to extend the period of cure to a maximum of 60 days.
- (E) The Business ceases or announces the cessation of operations at the project site prior to completion of the training program.
- (F) The Business directly or indirectly makes any false or misleading representations or warranties in the program application or training agreement, reports, or any other documents, which are provided, to the Community College.
- (G) The Business acts in any manner contrary to, or fails to act in accordance with any provision of this Contract.
- (H) Business takes corporate action to effect any of the preceding conditions of default.

Section 6.2. Whenever an event of default has occurred, further training or payments to the Business shall be suspended.

Section 6.3. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (A-C), the Business shall immediately pay to the Community College the amount of penalty determined by the Community College. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

Section 6.4. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (D-H), the Business shall immediately pay to the Community College the amount expended by the Business and the Community College from the Project Award. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

Section 6.5. Whenever an event of default has occurred and is continuing, the Community College may take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due or to enforce performance and observance of any other obligation or agreement of the Business under this Contract.

Section 6.6. No remedy conferred upon or reserved to the Community College by this Contract is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Community College to exercise any remedy reserved to it in this Article, it shall not be necessary to give any notice, other than such notice as may be expressly required herein.

Section 6.7. In the event any agreement contained in this Contract should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 6.8. Whenever an event of default has occurred and is unresolved, the Community College may engage a collection agency for appropriate collection action.

## **ARTICLE VII MISCELLANEOUS**

Section 7.1. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate address as follows:

Community College: Des Moines Area Community College  
2006 South Ankeny Boulevard  
Ankeny, IA 50023

Business: Farmers Mutual Hail Insurance Company of Iowa  
6785 Westown Pkwy,  
West Des Moines, IA 50266

The Business and the Community College may, by notice given hereunder, designate any further or different addresses to which subsequent notices, requests or other communications shall be sent.

Section 7.2. All covenants, stipulations, obligations and agreements of the Community College contained in this Contract shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of the Community College or the Board of Directors other than in his official capacity, and neither the members of the Board of Directors nor any official executing this Contract shall be liable personally or be subject to any personal liability or accountability by reason of the covenants, stipulations, obligations or agreements of the Community College contained in this Contract.

Section 7.3. This Contract shall benefit of and be binding in accordance with its terms upon the Community College, the Business and their respective permitted successors and assigns. This Contract may not be assigned by the Business without the express written consent of the Community College and may not be assigned by the

Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

Section 7.4. This Contract may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Section 7.5. If any provision of this Contract, or any covenant, stipulation, obligation, agreement, act, or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein. Nor shall illegality of any application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act, or action, or part thereof shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 7.6. This Contract shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the Community College and the Business have caused this Contract to be duly executed all as of the date hereinabove written.

Des Moines Area Community College

Farmers Mutual Hail Insurance Company of  
Iowa

Community College

Business

Authorized Signature

Authorized Signature

Type Name and Title

Type Name and Title

Email Address

2006 South Ankeny Blvd.

6785 Westown Pkwy.

Ankeny, IA 50023

West Des Moines, IA 50266

Address

Address

2-11-19

12-4-18

Date

Date

## Training Plan and Budget For WTED Project

The following Training Plan reflects the expected training activities for **Farmers Mutual Hail Insurance Company of Iowa**. The company will participate in some, if not all, of the following activities.

The company will document the names and social security numbers of the employees who receive training, and will keep track of specific training received by each employee. All records of training documentation to support the expenditures will be kept according to the categories shown below. They will be submitted for reimbursement as the training progresses. This training plan has been designed by **Farmers Mutual Hail Insurance Company of Iowa**. staff with assistance from a DMACC Training Consultant. The Training Plan and Budget are as follows.

	Cost	WTED Cost
<b>I. Job Skill Training</b>	<b>\$8292.00</b>	<b>\$6292.00</b>
<b>DISC Training Presented by ATW</b>		
<b>II. Management/Supervisory Skills</b>		
<b>III. Materials and Supplies</b>		
<b>IV. Administrative Costs</b>	<b>\$ 1458.00</b>	<b>\$1458.00</b>
DMACC will help the company monitor the activity for the duration of the contract to assure that the training objectives are met.		
<b>Total</b>	<b>\$9750.00</b>	<b>\$7,750.00</b>

The training began 1/2/19 with completion anticipated by 1/2/20. Upon receipt of proper documentation and reimbursement to all providers of training and training that meets guidelines of WTED, DMACC and this training plan will be made on an applied for basis.

The company will train at least 28 unduplicated employees and will show, at the completion of the contract, \$2,000 in-kind cash match. This match will be linked to the training as outlined in this plan.

Ankeny, Iowa  
February 11, 2019

The Board of Directors of the Des Moines Area Community College met in regular session on the 11th day of February, 2019, at 4:00 p.m., at the DMACC Commons Building on the campus of the College in Ankeny, Iowa. The meeting was called to order and there were present the following named Board Members:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input checked="" type="checkbox"/>	<input type="checkbox"/>

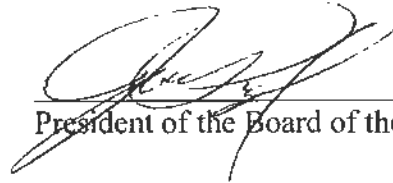
Matters were discussed concerning a Workforce Training and Economic Development Training Contract between the College and Quality Machine of Iowa, Inc. Following a discussion of the proposal by the Board, there was introduced and caused to be read a resolution entitled, "A Resolution Approving the Form and Content and Execution and Delivery of a Workforce Training and Economic Development Training Contract between the College and Quality Machine of Iowa, Inc." The resolution was moved and seconded as follows, and after due consideration of the resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

\* \* \* \* \*

  
\_\_\_\_\_  
President of the Board of the Directors

Attest:

  
\_\_\_\_\_  
Secretary of the Board of Directors

## **RESOLUTION**

### **A RESOLUTION APPROVING THE FORM AND CONTENT AND EXECUTION AND DELIVERY OF A WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT TRAINING CONTRACT BETWEEN THE COLLEGE AND QUALITY MACHINE OF IOWA, INC.**

**WHEREAS**, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa (the "State"), and is authorized and empowered by Chapter 260C of the Code of Iowa, as amended (hereinafter referred to as the "Act"), to provide job training paid for from the Workforce Training and Economic Development Fund (the "Fund") established under Section 260C.18A; and

**WHEREAS**, the College has undertaken negotiations with respect to a jobs training program with Quality Machine of Iowa, Inc. (the "Company"), pursuant to the provisions of the Act for the purpose of establishing a jobs training program (hereinafter referred to as the "Project") to train workers at the Company at its facilities located in the merged area served by the College, which Project will be beneficial to the Company and the College; and

**WHEREAS**, the College has allocated funds in the Fund in order to provide training and intends to use a portion of such funds to pay all or a portion of the costs of the Project, including necessary expenses incidental thereto, in the amount of \$10,651; and

**WHEREAS**, the Company has represented that the Project meets the criteria established by the Act and the Iowa Economic Development Authority for funding; and

**WHEREAS**, a Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit "A" attached hereto, has been negotiated by the College under the terms of which the College agrees, subject to the provisions of such Contract, to provide the Project for the Company;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:**

Section 1. That the Workforce Training and Economic Development Training Contract, in the form and with the contents set forth in Exhibit "A" attached hereto, be and the same is hereby approved and the President of the Board of Directors is hereby authorized to execute said Workforce Training and Economic Development Training Contract, and the Secretary of the Board of Directors is hereby authorized to attest the same, said Workforce Training and Economic Development Training Contract, which constitutes and is hereby made a part of this Resolution, to be in substantially the form, text and containing the provisions set forth in Exhibit "A" attached hereto with such changes therein as the officers executing such Workforce Training and Economic Development Training Contract shall approve, such approval to be conclusively evidenced by the execution thereof.

Section 2. That officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

Section 3. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 11th day of February, 2019.

  
\_\_\_\_\_  
President of the Board of Directors

ATTEST:

  
\_\_\_\_\_  
Secretary of the Board of Directors

STATE OF IOWA                    )  
  ) ss  
COUNTY OF POLK                )

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on February 11, 2019, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board of Directors and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board of Directors (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board of Directors and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board of Directors vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand hereto affixed this 11th day of February, 2019.

  
\_\_\_\_\_  
Secretary of the Board of Directors

# **WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT (WTED) TRAINING CONTRACT**

This WTED TRAINING CONTRACT (the "Contract"), effective as of \_\_\_\_\_  
between Des Moines Area Community College, Ankeny, Iowa, (the "Community College" and its location),  
and Quality Machine of Iowa, Inc., Audubon, IA, (the "Business" and its location), is entered into  
under the following circumstances:

- A. Pursuant to Chapter 260C.18A (the "Act"), the Community College enters into this Contract with the Business for purposes of establishing a training program to educate and train certain persons with the Business.
- B. The Community College and the Business each have full right and lawful authority to enter into this Contract and to perform and monitor the provisions of this Contract as they apply respectively to the Community College and the Business.

NOW, THEREFORE, in consideration of the premises and the mutual representations and agreements herein contained, the parties agree as follows:

## **ARTICLE I REPRESENTATIONS**

Section 1.1. Representations of the Community College. The Community College represents and covenants that:

- (A) It is duly organized and validly existing under the laws of the State of Iowa;
- (B) It is not in violation of or in conflict with any provisions of the laws of the State, which would impair its ability to carry out its obligations hereunder;
- (C) It is empowered to enter into the transactions contemplated by this Contract; and
- (D) It will do all things in its power required to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

Section 1.2. Representations and Covenants of the Business. The Business represents and covenants that:

- (A) It is a business duly qualified to do business in Iowa;
- (B) It has full power to execute, deliver, and perform this Contract and all other instruments given by the Business to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery, and performance are not in contravention of law or the Business's articles of incorporation, by-laws or any indenture, agreement, mortgage, lease, undertaking, or any other restriction, obligation or instrument to which the Business is a party or by which it is bound. This Contract has by proper action been duly authorized, executed, and delivered by the Business and all steps necessary have been taken to constitute this Contract as a valid and binding obligation of the Business.

- (C) There is no threatened, pending, or actual litigation or proceeding against the Business or any other person which affects, in any manner whatsoever, the right of the Business to execute the Contract or to otherwise comply with its obligations contained in the Contract.
- (D) The Business is engaged in interstate or intrastate commerce for those purposes allowable under 260C.18A 2.
- (E) The Business, within the 36 month period prior to the date of this application, did not close or reduce its employment base by more than 20 percent at any of its other business sites in Iowa in order to relocate substantially the same operation to another area of the state.
- (F) The Business is not currently involved in a strike, lockout, or other labor dispute at any of its business sites in Iowa.
- (G) Persons to receive training under this Contract are current employees of the Business for which the Business pays state withholding tax or in those cases of start-up companies, those receiving the training are owners of the business.
- (H) Employees to receive training are not replacement workers who were hired as a result of a strike, lockout, or other labor dispute.
- (I) The Business is an equal opportunity Business which complies with all local, state, and federal affirmative action requirements.

## **ARTICLE II PROJECT; PROGRAM SERVICES; FEES**

Section 2.1. The WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT (WTED) Application for Assistance, as submitted by the Community College in behalf of the Business, and as approved by Community College, shall be incorporated as an integral part of this Contract. The "Project", as defined by the Application, shall consist of the program services and costs of services to be provided, the number of individuals to be trained, the beginning and ending dates of training, the stated budget, and any other provisions specified in the Application.

Section 2.2. The Community College agrees to provide the program services within the constraints of funds awarded to the College. It is understood and agreed that the Business and the Community College will cooperate in the coordination and programming of the specific expenditures and operation of the Project within the guidelines set out by the approved application.

Section 2.3. Iowa Code section 84A.5 requires the Economic Development Authority to report to the Iowa General Assembly the impact of training provided by this Program on the wages of employees who receive training. This information is obtained by matching social security numbers of trainees with State Income records. The Business therefore agrees to provide the social security number of each individual who receives training under this contract.

Section 2.4. The Business agrees to complete a Performance Report at the completion of training to evaluate the initial impact of training on the Business' operations. The Business also agrees to complete a follow-up report one year after the completion of training to determine whether the Business' initial objectives for training were met.

Section 2.5. It is understood by the Community College and the Business that should project funds not be available or received from the State of Iowa within a reasonable period of time, this Contract shall be terminated by mutual agreement of the parties. In any event, the Business shall pay all administrative and legal costs associated with this Project which have been incurred by the Community College.

### **ARTICLE III PAYMENT AND SECURITY**

Section 3.1. The Community College shall create a fund to deposit monies awarded to the Project.

Section 3.2. The Business and the Community College agree that the project award, in the amount of \$10,651, (the "Project Award") is issued by DMACC as a forgivable loan and shall not be required to be repaid by the Business unless an event of default has occurred. Events of default and associated penalties are specified in Article VI of this Contract. The Community College shall determine whether an event of default has occurred.

### **ARTICLE IV CONTRACT MODIFICATION**

Section 4.1. Business shall not modify any provision of this Contract without the prior written approval of the Community College.

Section 4.2. The Community College, with the written consent of the Business, has the authority to modify all provisions of this Contract **except** modifications which result in a reduction of the number of employees to be trained or which significantly change the training program. The Community College is authorized to change the ending dates of the training project, training provider, or other minor modifications to the training program.

Section 4.3. Modifications which result in a reduction of the number of employees to be trained or change the training program content must be approved in writing by the Community College, and the Business.

Section 4.4. This Contract shall not be modified in any way that would result in a violation of the "Act".

### **ARTICLE V EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION REQUIREMENTS**

Section 5.1. The Business shall comply with all federal, state, and local laws, rules, and executive orders, to insure that no applicant for employment or employee is discriminated against because of race, religion, color, age, sex, national origin, or disability.

Section 5.2. The Business shall provide state or federal agencies with appropriate reports as required to insure compliance with equal employment opportunity laws and regulations.

Section 5.3. The Business shall insure, to the maximum extent possible, that all authorized subcontractors comply with provisions of this section.

## **ARTICLE VI EVENTS OF DEFAULT**

**Section 6.1. Events of Default.** Each of the following shall be an "event of default":

- (A) The Business fails to complete the training project within the agreed period of time as specified in this Contract. In such case, the Business shall be required to repay 20 percent of total project funds expended by the community college and the business.
- (B) The Business fails to train the agreed number of employees as specified in this Contract. In such case, the Business shall be required to repay a proportionate amount of total project funds expended by the community college and the Business. The proportion shall be based on the number of employees not trained compared to the number of employees to have been trained.
- (C) If both (A) and (B) occur, both repayment provisions shall apply.
- (D) The Business fails to comply with any other requirements contained in this Contract. The Business shall be sent written notice by the Community College, which specifies the issue(s) of noncompliance and shall be allowed 20 days from the date notice is sent to effect a cure. If noncompliance is of such a nature that a cure cannot be reasonably accomplished within 20 days, the Community College has the discretion to extend the period of cure to a maximum of 60 days.
- (E) The Business ceases or announces the cessation of operations at the project site prior to completion of the training program.
- (F) The Business directly or indirectly makes any false or misleading representations or warranties in the program application or training agreement, reports, or any other documents, which are provided, to the Community College.
- (G) The Business acts in any manner contrary to, or fails to act in accordance with any provision of this Contract.
- (H) Business takes corporate action to effect any of the preceding conditions of default.

**Section 6.2.** Whenever an event of default has occurred, further training or payments to the Business shall be suspended.

**Section 6.3.** Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (A-C), the Business shall immediately pay to the Community College the amount of penalty determined by the Community College. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

**Section 6.4.** Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (D-H), the Business shall immediately pay to the Community College the amount expended by the Business and the Community College from the Project Award. The Business shall also pay interest on the amount to be repaid at the rate of 6% per annum. Interest shall accrue from the date of each advance for payment of project expenses.

**Section 6.5.** Whenever an event of default has occurred and is continuing, the Community College may take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due or to enforce performance and observance of any other obligation or agreement of the Business under this Contract.



Section 6.6. No remedy conferred upon or reserved to the Community College by this Contract is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Community College to exercise any remedy reserved to it in this Article, it shall not be necessary to give any notice, other than such notice as may be expressly required herein.

Section 6.7. In the event any agreement contained in this Contract should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 6.8. Whenever an event of default has occurred and is unresolved, the Community College may engage a collection agency for appropriate collection action.

## **ARTICLE VII MISCELLANEOUS**

Section 7.1. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate address as follows:

Community College:	<u>Des Moines Area Community College</u>
	<u>2006 South Ankeny Boulevard</u>
	<u>Ankeny, IA 50023</u>
Business:	<u>Quality Machine of Iowa, Inc.</u>
	<u>1040 4<sup>th</sup> Ave.</u>
	<u>Audubon, IA 50025</u>

The Business and the Community College may, by notice given hereunder, designate any further or different addresses to which subsequent notices, requests or other communications shall be sent.

Section 7.2. All covenants, stipulations, obligations and agreements of the Community College contained in this Contract shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of the Community College or the Board of Directors other than in his official capacity, and neither the members of the Board of Directors nor any official executing this Contract shall be liable personally or be subject to any personal liability or accountability by reason of the covenants, stipulations, obligations or agreements of the Community College contained in this Contract.

Section 7.3. This Contract shall benefit of and be binding in accordance with its terms upon the Community College, the Business and their respective permitted successors and assigns. This Contract may not be assigned by the Business without the express written consent of the Community College and may not be assigned by the

Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

Section 7.4. This Contract may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Section 7.5. If any provision of this Contract, or any covenant, stipulation, obligation, agreement, act, or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein. Nor shall illegality of any application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act, or action, or part thereof shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 7.6. This Contract shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the Community College and the Business have caused this Contract to be duly executed all as of the date hereinabove written.

Des Moines Area Community College  
Community College

  
Authorized Signature

Joe Pangel, Board President  
Type Name and Title

2006 South Ankeny Blvd.

Ankeny, IA 50023  
Address

2-11-19  
Date

Quality Machine of Iowa, Inc.  
Business

  
Authorized Signature

Kendall Spies  
Type Name and Title

Plant Manager  
Email Address

kendalls@qualitymachine.com

1040 4<sup>th</sup> avenue  
Address

11-15-18  
Date

**Training Plan and Budget**  
**Quality Machine of Iowa, Inc.**  
**WTED Project #5**

The following Training Plan reflects the expected training activities for *Quality Machine of Iowa, Inc.*. The company will participate in some, if not all, of the following activities.

The company will document the names and social security numbers of the employees who receive training, and will keep track of specific training received by each employee. All records of training documentation to support the expenditures will be kept according to the categories shown below. They will be submitted for reimbursement as the training progresses.

This training plan has been designed by Quality Machine staff with assistance from a DMACC Training Consultant. The Training Plan and Budget are as follows.

	<b>Cost</b>	<b>WTED Cost</b>
<b>I. Job Skill Training</b>	<b>\$12,632</b>	<b>\$8,756</b>
* GD&T and Advanced Motor Control training provided by DMACC.		
<b>IV. Administrative Costs</b>	<b>\$ 1,895</b>	<b>\$1,895</b>
DMACC will help the company monitor the activity for the duration of the contract to assure that the training objectives are met.		
<b>Total</b>	<b>\$14,527</b>	<b>\$10,651</b>

The training began January 1, 2019 with completion anticipated by August 1, 2019. Upon receipt of proper documentation and reimbursement to all providers of training and training that meets guidelines of WTED, DMACC and this training plan will be made on an applied for basis.

The company will train at least 6 unduplicated employees and will show, at the completion of the contract, \$3,876 in-kind cash match. This match will be linked to the training as outlined in this plan.

# Des Moines Area Community College



**FINANCIAL STATEMENTS  
FOR JANUARY 31, 2019  
AND THE SEVEN MONTHS THEN ENDED**



## **DMACC Fund Descriptions**

### **Fund 1 – General Unrestricted Fund**

This fund is used to account for the general operations of the College. These funds are available for any legally authorized purposes and are, therefore, used to account for all revenue and expenditures for activities not provided for in other funds. The organization's ability to be financed through this fund are those which are generally directly concerned with the operation and support of the educational programs of the College as a whole.

### **Fund 2 – General Restricted Fund**

This fund is used to account for resources that are available for the operation and support of the educational programs, but are restricted as to their use by outside agencies or donors.

### **Fund 3 – Auxiliary Fund**

These funds are unrestricted, but they have been designated for a particular use. They account for activities intended primarily to provide non-instructional services or sales to students, staff, and/or institutional departments, and which are in addition to the educational and general objectives of the College.

### **Fund 4 – Agency Fund**

This fund is used to account for assets held by the College as custodian or fiscal agent for others.

### **Fund 5 – Scholarship Fund**

This fund accounts for the receipt and disbursement of scholarship awards to students, primarily PELL grants.

### **Fund 6 – Loan Fund**

This fund accounts for the receipt and disbursement of funds relating to student loans.

### **Fund 7 – Plant Fund**

This fund is used to account for transactions relating to investment in College properties. They include amounts which have been appropriated or designated for purchase of land, improvements, buildings, and equipment, the retirement of indebtedness and the administration of the physical plant.

**DES MOINES AREA COMMUNITY COLLEGE  
MONTHLY FINANCIAL REPORT  
TABLE OF CONTENTS**

**FINANCIAL STATEMENTS & ATTACHMENTS:**

- |   |  |
|---|--|
| 1 | Balance Sheet - All Funds                                    |
| 2 | Statement of Revenue, Expenditures & Changes in Fund Balance |
| 3 | Cash in Banks and Investments                                |
| 4 | Budget/Actual Report - All Funds                             |
| 5 | Fund 1 Revenue Comparison & Fund 1 Expense Comparison        |

The financial statements and information listed above has been prepared in accordance with Generally Accepted Accounting Principles and is accurate and complete in all material respects.



**Ben Voaklander, Controller**

**Des Moines Area Community College**  
**Balance Sheet**  
**January 1, 2019**

	ASSETS						
	Unrestricted General Fund 1	Restricted General Fund 2	Auxiliary Fund 3	Agency Fund 4	Scholar- ship Fund 5	Loan Fund 6	Plant Fund 7
<b>Assets:</b>							
Cash and Investments	22,236,808	\$ 56,567,794	\$ 4,721,339	\$ 3,186,128	\$ (119,483)	\$ 4,996	\$ (479,573)
Accounts Receivable	9,317,064	54,818,386	108,155	8,758	2,072	-	68,012
Prepaid Expenses	-	-	-	-	-	65,752	-
Total Current Assets	31,627,802	111,386,180	5,064,015	3,194,886	(117,411)	70,748	(411,561)
<b>Fixed Assets:</b>							
Buildings & Improvements	-	-	-	-	-	-	220,227,819
Leased Prop, Books & Films	-	-	-	-	-	-	18,649,439
Accumulated Depreciation	-	-	-	-	-	-	(83,998,937)
Total Fixed Assets	-	-	-	-	-	-	154,878,321
<b>TOTAL ASSETS</b>	<b>\$ 31,627,802</b>	<b>\$ 111,386,180</b>	<b>\$ 5,064,015</b>	<b>\$ 3,194,886</b>	<b>\$ (117,411)</b>	<b>\$ 70,748</b>	<b>\$ 154,466,760</b>
<b>LIABILITIES AND FUND BALANCES</b>							
<b>Liabilities:</b>							
Accounts Payable	\$ 4,707,399	\$ 2,683,968	\$ 102,054	\$ 7,268	\$ -	\$ -	\$ 78,905
Deferred Maintenance	1,484,500	2,873,600	50,500	-	-	-	1,575,937
Bonds Payable	-	56,025,000	-	-	-	-	24,890,000
Capital Liabilities	-	6,010,524	-	-	-	-	-
Revenue	14,667,254	41,354,024	500	-	-	-	-
Deferred in Custody for Others	18,922	-	-	3,187,618	-	-	-
Total Liabilities	20,878,075	108,947,116	153,054	3,194,886	-	-	26,544,842
<b>Fund Balances:</b>							
Restricted	10,749,727	-	4,910,961	-	-	-	-
Specific Purposes	-	2,439,064	-	-	(117,411)	70,748	(2,066,403)
Unassigned in Plant	-	-	-	-	-	-	129,988,321
Total Fund Balance	10,749,727	2,439,064	4,910,961	-	(117,411)	70,748	127,921,918
<b>LIABILITIES &amp; FUND BAL</b>	<b>\$ 31,627,802</b>	<b>\$ 111,386,180</b>	<b>\$ 5,064,015</b>	<b>\$ 3,194,886</b>	<b>\$ (117,411)</b>	<b>\$ 70,748</b>	<b>\$ 154,466,760</b>

**Des Moines Area Community College**  
**Statement of Revenue, Expenditures and Changes in Fund Balances**  
**For the Seven Months Ended January 31, 2019**

	Unrestricted Fund 1	Restricted Fund 2	Auxiliary Fund 3	Agency Fund 4	Scholarship Fund 5	Loan Fund 6	Plant Fund 7	Total
<b>Revenue:</b>								
Tuition and Fees	\$ 33,368,232	\$ 389,055	\$ 348,499	\$ 301,359	\$ -	\$ -	\$ -	\$ 34,407,145
Local Support (Property Taxes)	4,868,665	6,965,451	-	-	-	-	4,878,230	16,712,346
State Support	19,911,966	5,007,458	-	-	-	-	400,000	25,319,424
Federal Support	2,170	1,833,201	25,053	675,019	15,293,281	-	-	17,828,724
Sales and Services	376,707	6,365	1,724,020	21,615	-	-	18,647	2,147,354
Training Revenue / ACE	-	9,112,088	-	-	-	-	-	9,112,088
Other Income	1,974,957	3,091,894	1,914,564	675,563	500	-	1,417,915	9,075,393
<b>Total Revenue</b>	<b>60,502,697</b>	<b>26,405,512</b>	<b>4,012,136</b>	<b>1,673,556</b>	<b>15,293,781</b>	<b>-</b>	<b>6,714,792</b>	<b>114,602,474</b>
<b>Transfers In - General</b>	<b>1,631,119</b>	<b>3,946</b>	<b>143,586</b>	<b>126,428</b>	<b>139,600</b>	<b>5,000</b>	<b>1,492,251</b>	<b>3,541,930</b>
<b>Total Revenue and Transfers In</b>	<b>\$ 62,133,816</b>	<b>\$ 26,409,458</b>	<b>\$ 4,155,722</b>	<b>\$ 1,799,984</b>	<b>\$ 15,433,381</b>	<b>\$ 5,000</b>	<b>\$ 8,207,043</b>	<b>\$ 118,144,404</b>
<b>Expenditures:</b>								
Instruction	\$ 32,772,506	\$ 10,484,878	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,257,384
Academic Support	8,188,139	-	-	-	-	-	-	8,188,139
Student Services	6,696,300	356,919	-	-	-	-	-	7,053,219
Institutional Support	9,004,909	5,697,868	-	-	-	-	-	14,702,777
Operation and Maintenance of Plant	5,151,333	6,495,123	-	-	-	-	-	11,646,456
Auxiliary Enterprise Expenditures	-	-	3,641,640	-	-	-	-	3,641,640
Scholarship Expense	-	-	-	-	15,905,741	-	-	15,905,741
Loan Fund Expense	-	-	-	-	-	(1,883)	-	(1,883)
Plant Fund Expense	-	-	-	-	-	-	6,945,716	6,945,716
Agency Fund Expense	-	-	-	742,463	-	-	-	742,463
<b>Total Expenditures</b>	<b>61,813,187</b>	<b>23,034,788</b>	<b>3,641,640</b>	<b>742,463</b>	<b>15,905,741</b>	<b>(1,883)</b>	<b>6,945,716</b>	<b>112,081,652</b>
<b>Transfers Out - General</b>	<b>1,208,003</b>	<b>1,827,669</b>	<b>392,375</b>	<b>113,883</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,541,930</b>
<b>Total Expenditures and Transfers Out</b>	<b>63,021,190</b>	<b>24,862,457</b>	<b>4,034,015</b>	<b>856,346</b>	<b>15,905,741</b>	<b>(1,883)</b>	<b>6,945,716</b>	<b>115,623,582</b>
<b>Net Increase (Decrease) for the Period</b>	<b>(887,374)</b>	<b>1,547,001</b>	<b>121,707</b>	<b>943,638</b>	<b>(472,360)</b>	<b>6,883</b>	<b>1,261,327</b>	<b>2,520,822</b>
<b>Fund Balance at Beginning of Year</b>	<b>11,637,101</b>	<b>892,063</b>	<b>4,788,634</b>	<b>1,520,962</b>	<b>354,949</b>	<b>63,865</b>	<b>126,660,591</b>	<b>145,918,165</b>
<b>Fund Balance at End of Period</b>	<b>\$ 10,749,727</b>	<b>\$ 2,439,064</b>	<b>\$ 4,910,341</b>	<b>\$ 2,464,600</b>	<b>\$ (117,411)</b>	<b>\$ 70,748</b>	<b>\$ 127,921,918</b>	<b>\$ 148,438,987</b>



**DES MOINES AREA COMMUNITY COLLEGE**  
**INVESTMENT RECAP**  
**January 31, 2019**

**DEPOSITORY ACCOUNTS**

Bankers Trust	\$	20,857,177	1.60%	Money Market
United Bank of Iowa	\$	3,000,000	2.12%	Money Market
Various Checking Accounts	\$	287,310	1.35%	Checking Accounts
Wells Fargo Bank - Ankeny	\$	-	0.00%	Money Market
Sub Total	\$	24,144,487		

**DMACC INVESTMENTS**

<u>Bank</u>	<u>Purchase Date</u>	<u>Amount</u>	<u>Rate</u>	<u>Maturity</u>
Bank Iowa		\$ 7,101,174	1.88%	Investment Account
Bank of the West		\$ 555,314	1.14%	Checking Accounts
Lincoln Savings Bank	December 13, 2018	\$ 1,000,000	2.76%	December 13, 2019
Lincoln Savings Bank	December 13, 2017	\$ 1,000,000	2.19%	December 13, 2019
MetaBank	May 30, 2018	\$ 1,000,000	2.40%	May 30, 2019
West Bank		\$ 59,712	0.20%	Investment Account
Wells Fargo		\$ 4,545,163	2.26%	Investment Account
Sub Total		\$ 15,261,363		

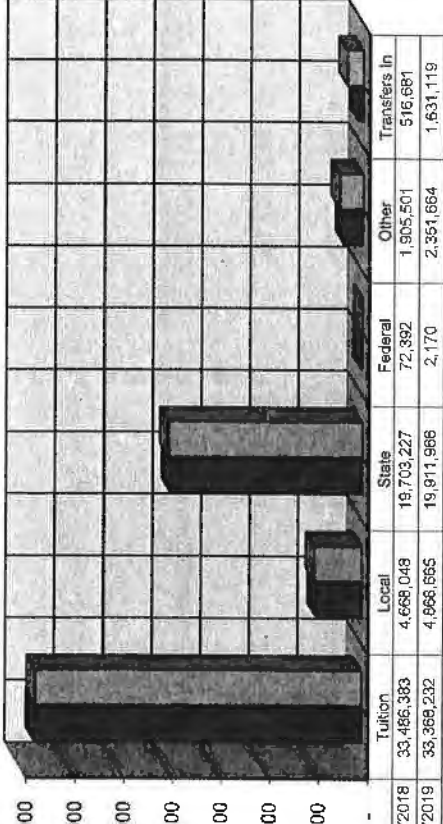
					<b>Calculated</b>
					<b>Term</b>
					<b>Months</b>
<b>ISJIT INVESTMENTS</b>					
Bank Iowa	March 8, 2018	\$ 1,100,000	2.31%	May 24, 2019	14.7
Bank Iowa	March 8, 2018	\$ 1,500,000	2.31%	May 24, 2019	14.7
Bankers Trust	August 27, 2018	\$ 2,000,000	2.65%	February 28, 2020	18.3
City State Bank - Madrid	February 27, 2017	\$ 1,000,000	1.62%	February 27, 2019	24.3
City State Bank - Madrid	February 16, 2018	\$ 2,500,000	2.05%	February 19, 2019	12.3
Great Western Bank	January 10, 2019	\$ 1,000,000	2.80%	January 10, 2020	12.2
Great Western Bank	January 10, 2019	\$ 2,000,000	2.85%	July 13, 2020	18.3
Great Western Bank	September 12, 2018	\$ 1,000,000	2.50%	May 15, 2019	8.2
U of I Credit Union (Collateralized)		\$ 15,381,990	2.64%	Money Market	
Bankers Trust - Des Moines Money Market		\$ 1,304,534	1.60%	Money Market	
ISJIT Diversified Fund		\$ 17,925,635	2.16%	Money Market	
Total ISJIT Investments		\$ 46,712,159			
Grand Total of Investments		\$ 86,118,009			
Grand Total Weighted Average of Investments			2.08%		

**Des Moines Area Community College  
Fiscal Year Ending June 30, 2019 Budget Report  
Summary by Fund (All Funds)  
For the Seven Months Ended January 31, 2019**

<u>Fund Name</u>	<u>Fund Number</u>	<u>Board Approved Budget</u>	<u>Working Budget</u>	<u>Amount Received/ Expended</u>	<u>Budget Commitments</u>	<u>Working Budget Balance</u>
<b>Revenue</b>						
Unrestricted Current	1	\$ 109,205,090	\$ 111,762,251	\$ 62,133,816		\$ 49,628,435
Restricted Current	2	52,842,083	53,903,403	26,409,458		27,493,945
Auxiliary	3	6,552,776	7,004,916	4,155,722		2,849,194
Agency	4	703,917	703,917	1,799,984		(1,096,067)
Scholarship	5	18,299,154	18,299,154	15,433,381		2,865,773
Loan	6	5,000	5,000	5,000		-
Plant	7	38,507,025	37,707,025	8,207,043		29,499,982
<b>Total Revenue</b>		<b>\$ 226,115,045</b>	<b>\$ 229,385,666</b>	<b>\$ 118,144,404</b>		<b>\$ 111,241,262</b>
<b>Expenditures</b>						
Unrestricted Current	1	\$ 109,241,917	\$ 111,096,000	\$ 63,021,190	\$ 23,057,717	\$ 25,017,093
Restricted Current	2	51,611,743	52,798,759	24,862,457	3,903,800	24,032,502
Auxiliary	3	6,413,427	6,584,160	4,034,015	964,474	1,585,671
Agency	4	670,542	670,542	856,346	42,228	(228,032)
Scholarship	5	18,394,154	18,382,154	15,905,741		2,476,413
Loan	6	5,000	5,000	(1,883)		6,883
Plant	7	35,328,336	34,951,891	6,945,716	426,805	27,579,370
<b>Total Expenditures</b>		<b>\$ 221,665,119</b>	<b>\$ 224,488,506</b>	<b>\$ 115,623,582</b>	<b>\$ 28,395,024</b>	<b>\$ 80,469,900</b>

**Des Moines Area Community College  
Revenue/Expense Comparison With Prior Year  
For the Seven Months Ended January 31, 2019**

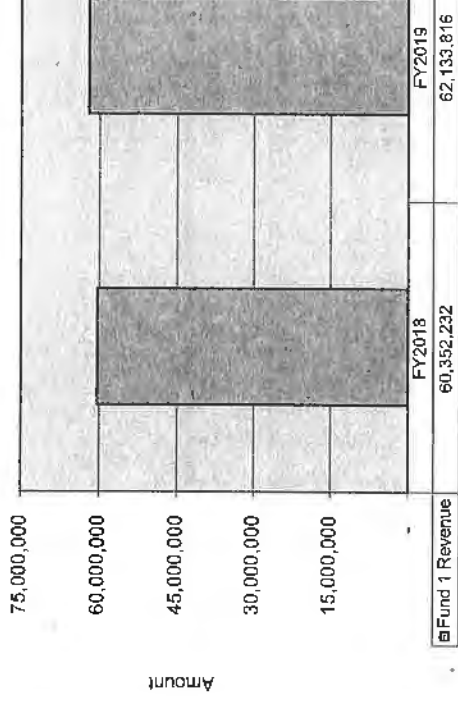
**Fund 1 Revenue  
January 31, 2019**



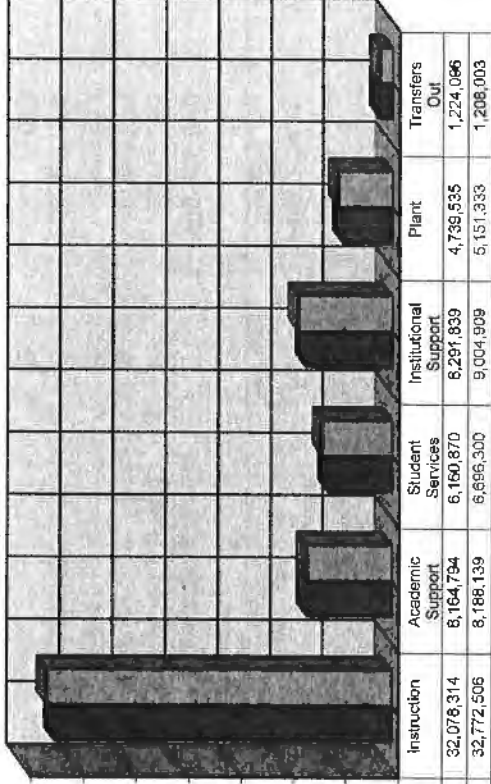
**Source**

<b>Tuition Decrease</b>	<b>-0.35%</b>
<b>Overall Increase</b>	<b>2.95%</b>

**Fund 1 Revenue  
January 31, 2019**



**Fund 1 Expense Comparison by Function  
January 31, 2019**



**Function**

<b>Overall Increase</b>	<b>3.89%</b>
-------------------------	--------------

**Fund 1 Expense  
January 31, 2019**

